



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

RMWB Hierarchy For BPC

Regional Municipality of Wood Buffalo / Corporate Summary

Financial Services

D_FINS

	2020 Budget	2021 Proposed Budget	Change	2022 Plan	2023 Plan
Financial Planning	(3,816,913)	(3,984,927)	(168,014)	(4,024,776)	(4,065,024)
Accounting Services	(9,664,360)	(10,665,366)	(1,001,005)	(10,783,186)	(10,902,184)
Assessment	(2,231,461)	(2,073,841)	157,620	(2,094,584)	(2,115,534)
Information Technology	(19,570,866)	(19,964,291)	(393,425)	(20,163,986)	(20,365,678)
Financial Services Administration	(886,865)	(894,075)	(7,210)	(903,015)	(912,045)
Financial Services	(36,170,465)	(37,582,499)	(1,412,034)	(37,969,547)	(38,360,465)



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Regional Municipality of Wood Buffalo
Corporate Summary / Financial Services
Financial Planning

B_FP

	2020 Budget	2021 Proposed Budget	Change	2022 Plan	2023 Plan
Financial Planning	(3,816,913)	(3,984,927)	(168,014)	(4,024,776)	(4,065,024)
Financial Planning	(3,816,913)	(3,984,927)	(168,014)	(4,024,776)	(4,065,024)



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Corporate Summary

Financial Services

Financial Planning

S_FP

Description of Service

Financial Planning consists of the following cost centres:

85150 Treasury

85160 Financial Planning

	2020 Budget	2021 Proposed Budget	Change	2022 Plan	2023 Plan
Revenues:	-	-	-	-	-
Salaries Wages and Benefits	3,758,713	3,927,527	168,814	3,966,802	4,006,470
Contracted and General Services	45,200	44,200	(1,000)	44,642	45,088
Materials Goods Supplies and Utilities	13,000	13,200	200	13,332	13,465
Expenses:	3,816,913	3,984,927	168,014	4,024,776	4,065,024
NET	(3,816,913)	(3,984,927)	(168,014)	(4,024,776)	(4,065,024)

REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Corporate Summary

Financial Services

Financial Planning

S_FP

	2020 Budget	2021 Proposed Budget	Change
Revenues:	-	-	-
Exempt Salary - Regular	1,019,583	1,018,762	(821)
CUPE Reg. Wages	2,148,377	2,291,656	143,280
CUPE OT Wages	-	5,000	5,000
Benefit Allocation	149,283	151,711	2,428
El Expense	29,867	32,370	2,504
CPP Expense	71,787	85,941	14,154
LAPP Expense	312,783	317,870	5,087
RRSP Expense	27,035	24,216	(2,818)
Salaries Wages and Benefits	3,758,713	3,927,527	168,814
Business Travel	4,000	2,500	(1,500)
Conference Travel	1,400	-	(1,400)
Employee Relations	5,000	1,500	(3,500)
Conference Registration	600	-	(600)
Training - Beneficial - Fees	11,000	14,000	3,000
Membership & Registr. Fee	21,000	24,000	3,000
Mobile Phones	1,200	1,200	-
Room Rental	1,000	1,000	-
Contracted and General Services	45,200	44,200	(1,000)
Stationary & Office Supplies	1,000	1,200	200
Food Cost	12,000	3,000	(9,000)
Catered Foods	-	9,000	9,000
Materials Goods Supplies and Utilities	13,000	13,200	200
Expenses:	3,816,913	3,984,927	168,014
NET	(3,816,913)	(3,984,927)	(168,014)



REGIONAL MUNICIPALITY OF WOOD BUFFALO 2021 PROPOSED BUDGET

Corporate Summary
Financial Services
Financial Planning

S_FP

Cost Element	Cost Center	Line	Audittrail	2021 Budget Requests - Description	2020 Budget	2021 Proposed Budget	Change
511100 - Exempt Salary - Regular	85150 - TREASURY	LI_01	SAP - SAP Data		17,604		
511100 - Exempt Salary - Regular	85150 - TREASURY	LI_01	HEADCOUNT - Headcount			18,066	
511100 - Exempt Salary - Regular	85160 - FINANCIAL PLANNING	LI_01	SAP - SAP Data		1,001,979		
511100 - Exempt Salary - Regular	85160 - FINANCIAL PLANNING	LI_01	HEADCOUNT - Headcount			1,000,696	
				-	1,019,583	1,018,762	(821)
512500 - CUPE Reg. Wages	85160 - FINANCIAL PLANNING	LI_01	SAP - SAP Data		2,148,377		
512500 - CUPE Reg. Wages	85160 - FINANCIAL PLANNING	LI_01	HEADCOUNT - Headcount			2,291,656	
				-	2,148,377	2,291,656	143,280
512600 - CUPE OT Wages	85160 - FINANCIAL PLANNING	LI_01	INPUT - Input Data			5,000	
				-	-	5,000	5,000
513000 - Benefit Allocation	85150 - TREASURY	LI_01	SAP - SAP Data		859		
513000 - Benefit Allocation	85150 - TREASURY	LI_01	HEADCOUNT - Headcount			883	
513000 - Benefit Allocation	85160 - FINANCIAL PLANNING	LI_01	SAP - SAP Data		148,424		
513000 - Benefit Allocation	85160 - FINANCIAL PLANNING	LI_01	HEADCOUNT - Headcount			150,828	
				-	149,283	151,711	2,428
513010 - EI Expense	85150 - TREASURY	LI_01	SAP - SAP Data		119		
513010 - EI Expense	85150 - TREASURY	LI_01	HEADCOUNT - Headcount			120	
513010 - EI Expense	85160 - FINANCIAL PLANNING	LI_01	SAP - SAP Data		29,748		
513010 - EI Expense	85160 - FINANCIAL PLANNING	LI_01	HEADCOUNT - Headcount			32,250	
				-	29,867	32,370	2,504
513020 - CPP Expense	85150 - TREASURY	LI_01	SAP - SAP Data		308		
513020 - CPP Expense	85150 - TREASURY	LI_01	HEADCOUNT - Headcount			318	
513020 - CPP Expense	85160 - FINANCIAL PLANNING	LI_01	SAP - SAP Data		71,478		
513020 - CPP Expense	85160 - FINANCIAL PLANNING	LI_01	HEADCOUNT - Headcount			85,623	
				-	71,787	85,941	14,154
513030 - LAPP Expense	85150 - TREASURY	LI_01	SAP - SAP Data		1,799		
513030 - LAPP Expense	85150 - TREASURY	LI_01	HEADCOUNT - Headcount			1,850	
513030 - LAPP Expense	85160 - FINANCIAL PLANNING	LI_01	SAP - SAP Data		310,984		
513030 - LAPP Expense	85160 - FINANCIAL PLANNING	LI_01	HEADCOUNT - Headcount			316,020	
				-	312,783	317,870	5,087
513040 - RRSP Expense	85150 - TREASURY	LI_01	SAP - SAP Data		474		
513040 - RRSP Expense	85150 - TREASURY	LI_01	HEADCOUNT - Headcount			437	
513040 - RRSP Expense	85160 - FINANCIAL PLANNING	LI_01	SAP - SAP Data		26,560		
513040 - RRSP Expense	85160 - FINANCIAL PLANNING	LI_01	HEADCOUNT - Headcount			23,779	
				-	27,035	24,216	(2,818)
521100 - Business Travel	85160 - FINANCIAL PLANNING	LI_01	SAP - SAP Data		4,000		
521100 - Business Travel	85160 - FINANCIAL PLANNING	LI_01	INPUT - Input Data			1,000	
521100 - Business Travel	85160 - FINANCIAL PLANNING	LI_02	INPUT - Input Data			1,500	
				-	4,000	2,500	(1,500)
521110 - Conference Travel	85160 - FINANCIAL PLANNING	LI_01	SAP - SAP Data		1,400		
				-	1,400	-	(1,400)
521160 - Employee Relations	85160 - FINANCIAL PLANNING	LI_01	SAP - SAP Data		5,000		
521160 - Employee Relations	85160 - FINANCIAL PLANNING	LI_01	INPUT - Input Data			1,500	
				-	5,000	1,500	(3,500)
521300 - Conference Registration	85160 - FINANCIAL PLANNING	LI_01	SAP - SAP Data		600		
				-	600	-	(600)
521373 - Training - Beneficial - Fees	85160 - FINANCIAL PLANNING	LI_01	SAP - SAP Data		11,000		
521373 - Training - Beneficial - Fees	85160 - FINANCIAL PLANNING	LI_01	INPUT - Input Data	Various courses/Workshops for CUPE (\$10,000) and Exempt staff (\$2,000).		12,000	
521373 - Training - Beneficial - Fees	85160 - FINANCIAL PLANNING	LI_02	INPUT - Input Data	Government Finance Officers Association (GFOA) 2 attendees @ 1,000 each		2,000	
				-	11,000	14,000	3,000
521400 - Membership & Registr. Fee	85160 - FINANCIAL PLANNING	LI_01	SAP - SAP Data		21,000		
521400 - Membership & Registr. Fee	85160 - FINANCIAL PLANNING	LI_01	INPUT - Input Data	CPA Alberta Membership; CPA dues for continued membership for 9 FAs and 1 LCA @ \$1,500 each		15,000	
521400 - Membership & Registr. Fee	85160 - FINANCIAL PLANNING	LI_02	INPUT - Input Data	CPA Alberta Membership; CPA dues for continued membership for 5 Supervisors and 1 Manager @ \$1,500/each		9,000	
				-	21,000	24,000	3,000
521730 - Mobile Phones	85160 - FINANCIAL PLANNING	LI_01	SAP - SAP Data		1,200		
521730 - Mobile Phones	85160 - FINANCIAL PLANNING	LI_01	INPUT - Input Data			1,200	
				-	1,200	1,200	-
526600 - Room Rental	85160 - FINANCIAL PLANNING	LI_01	SAP - SAP Data		1,000		
526600 - Room Rental	85160 - FINANCIAL PLANNING	LI_01	INPUT - Input Data			1,000	
				-	1,000	1,000	-
551100 - Stationary & Office Supplies	85160 - FINANCIAL PLANNING	LI_01	SAP - SAP Data		1,000		
551100 - Stationary & Office Supplies	85160 - FINANCIAL PLANNING	LI_01	INPUT - Input Data			1,200	
				-	1,000	1,200	200
551410 - Food Cost	85160 - FINANCIAL PLANNING	LI_01	SAP - SAP Data		12,000		
551410 - Food Cost	85160 - FINANCIAL PLANNING	LI_01	INPUT - Input Data			3,000	

Cost Element	Cost Center	Line	Audittrail	2021 Budget Requests - Description	2020 Budget	2021 Proposed Budget	Change
				-	12,000	3,000	(9,000)
551500 - Catered Foods	85160 - FINANCIAL PLANNING	LI_02	INPUT - Input Data	Budget Review-2022 Budget-Dry Run + 2022 Council Meetings		9,000	
				-	-	9,000	9,000



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Financial Planning

TREASURY

85150

Description of Service

To cover the administration's time on the RMWB investment portfolio.

	2020 Budget	2021 Proposed Budget	Change	2022 Plan	2023 Plan
Revenues:	-	-	-	-	-
Salaries Wages and Benefits	21,163	21,675	512	21,891	22,110
Expenses:	21,163	21,675	512	21,891	22,110
NET	(21,163)	(21,675)	(512)	(21,891)	(22,110)



REGIONAL MUNICIPALITY
OF WOOD BUFFALO

REGIONAL MUNICIPALITY OF WOOD BUFFALO 2021 PROPOSED BUDGET

Financial Services
Financial Planning
TREASURY

85150

	2020 Budget	2021 Proposed Budget	Change
Revenues:	-	-	-
Exempt Salary - Regular	17,604	18,066	463
Benefit Allocation	859	883	24
EI Expense	119	120	1
CPP Expense	308	318	10
LAPP Expense	1,799	1,850	51
RRSP Expense	474	437	(37)
Salaries Wages and Benefits	21,163	21,675	512
Expenses:	21,163	21,675	512
NET	(21,163)	(21,675)	(512)



REGIONAL MUNICIPALITY OF WOOD BUFFALO 2021 PROPOSED BUDGET

Financial Services
Financial Planning

TREASURY

85150

Cost Element	Cost Center	Line	Audittrail	2021 Budget Requests - Description	2020 Budget	2021 Proposed Budget	Change
511100 - Exempt Salary - Regular	85150 - TREASURY	LI_01	SAP - SAP Data		17,604		
511100 - Exempt Salary - Regular	85150 - TREASURY	LI_01	HEADCOUNT - Headcount			18,066	
				-	17,604	18,066	463
513000 - Benefit Allocation	85150 - TREASURY	LI_01	SAP - SAP Data		859		
513000 - Benefit Allocation	85150 - TREASURY	LI_01	HEADCOUNT - Headcount			883	
				-	859	883	24
513010 - EI Expense	85150 - TREASURY	LI_01	SAP - SAP Data		119		
513010 - EI Expense	85150 - TREASURY	LI_01	HEADCOUNT - Headcount			120	
				-	119	120	1
513020 - CPP Expense	85150 - TREASURY	LI_01	SAP - SAP Data		308		
513020 - CPP Expense	85150 - TREASURY	LI_01	HEADCOUNT - Headcount			318	
				-	308	318	10
513030 - LAPP Expense	85150 - TREASURY	LI_01	SAP - SAP Data		1,799		
513030 - LAPP Expense	85150 - TREASURY	LI_01	HEADCOUNT - Headcount			1,850	
				-	1,799	1,850	51
513040 - RRSP Expense	85150 - TREASURY	LI_01	SAP - SAP Data		474		
513040 - RRSP Expense	85150 - TREASURY	LI_01	HEADCOUNT - Headcount			437	
				-	474	437	(37)



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Financial Planning

FINANCIAL PLANNING

85160

Description of Service

The Financial Planning branch is responsible for the establishment, implementation and monitoring of municipal budgets including tracking budget variances & projections and Treasury Management

	2020 Budget	2021 Proposed Budget	Change	2022 Plan	2023 Plan
Revenues:	-	-	-	-	-
Salaries Wages and Benefits	3,737,550	3,905,852	168,302	3,944,911	3,984,360
Contracted and General Services	45,200	44,200	(1,000)	44,642	45,088
Materials Goods Supplies and Utilities	13,000	13,200	200	13,332	13,465
Expenses:	3,795,750	3,963,252	167,502	4,002,885	4,042,914
NET	(3,795,750)	(3,963,252)	(167,502)	(4,002,885)	(4,042,914)

REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Financial Planning

FINANCIAL PLANNING

85160

	2020 Budget	2021 Proposed Budget	Change
Revenues:	-	-	-
Exempt Salary - Regular	1,001,979	1,000,696	(1,284)
CUPE Reg. Wages	2,148,377	2,291,656	143,280
CUPE OT Wages	-	5,000	5,000
Benefit Allocation	148,424	150,828	2,404
El Expense	29,748	32,250	2,503
CPP Expense	71,478	85,623	14,144
LAPP Expense	310,984	316,020	5,037
RRSP Expense	26,560	23,779	(2,781)
Salaries Wages and Benefits	3,737,550	3,905,852	168,302
Business Travel	4,000	2,500	(1,500)
Conference Travel	1,400	-	(1,400)
Employee Relations	5,000	1,500	(3,500)
Conference Registration	600	-	(600)
Training - Beneficial - Fees	11,000	14,000	3,000
Membership & Registr. Fee	21,000	24,000	3,000
Mobile Phones	1,200	1,200	-
Room Rental	1,000	1,000	-
Contracted and General Services	45,200	44,200	(1,000)
Stationary & Office Supplies	1,000	1,200	200
Food Cost	12,000	3,000	(9,000)
Catered Foods	-	9,000	9,000
Materials Goods Supplies and Utilities	13,000	13,200	200
Expenses:	3,795,750	3,963,252	167,502
NET	(3,795,750)	(3,963,252)	(167,502)



REGIONAL MUNICIPALITY OF WOOD BUFFALO 2021 PROPOSED BUDGET

Financial Services
Financial Planning

FINANCIAL PLANNING

85160

Cost Element	Cost Center	Line	Audittrail	2021 Budget Requests - Description	2020 Budget	2021 Proposed Budget	Change
511100 - Exempt Salary - Regular	85160 - FINANCIAL PLANNING	LI_01	SAP - SAP Data		1,001,979		
511100 - Exempt Salary - Regular	85160 - FINANCIAL PLANNING	LI_01	HEADCOUNT - Headcount			1,000,696	
				-	1,001,979	1,000,696	(1,284)
512500 - CUPE Reg. Wages	85160 - FINANCIAL PLANNING	LI_01	SAP - SAP Data		2,148,377		
512500 - CUPE Reg. Wages	85160 - FINANCIAL PLANNING	LI_01	HEADCOUNT - Headcount			2,291,656	
				-	2,148,377	2,291,656	143,280
512600 - CUPE OT Wages	85160 - FINANCIAL PLANNING	LI_01	INPUT - Input Data			5,000	
				-	-	5,000	5,000
513000 - Benefit Allocation	85160 - FINANCIAL PLANNING	LI_01	SAP - SAP Data		148,424		
513000 - Benefit Allocation	85160 - FINANCIAL PLANNING	LI_01	HEADCOUNT - Headcount			150,828	
				-	148,424	150,828	2,404
513010 - EI Expense	85160 - FINANCIAL PLANNING	LI_01	SAP - SAP Data		29,748		
513010 - EI Expense	85160 - FINANCIAL PLANNING	LI_01	HEADCOUNT - Headcount			32,250	
				-	29,748	32,250	2,503
513020 - CPP Expense	85160 - FINANCIAL PLANNING	LI_01	SAP - SAP Data		71,478		
513020 - CPP Expense	85160 - FINANCIAL PLANNING	LI_01	HEADCOUNT - Headcount			85,623	
				-	71,478	85,623	14,144
513030 - LAPP Expense	85160 - FINANCIAL PLANNING	LI_01	SAP - SAP Data		310,984		
513030 - LAPP Expense	85160 - FINANCIAL PLANNING	LI_01	HEADCOUNT - Headcount			316,020	
				-	310,984	316,020	5,037
513040 - RRSP Expense	85160 - FINANCIAL PLANNING	LI_01	SAP - SAP Data		26,560		
513040 - RRSP Expense	85160 - FINANCIAL PLANNING	LI_01	HEADCOUNT - Headcount			23,779	
				-	26,560	23,779	(2,781)
521100 - Business Travel	85160 - FINANCIAL PLANNING	LI_01	SAP - SAP Data		4,000		
521100 - Business Travel	85160 - FINANCIAL PLANNING	LI_01	INPUT - Input Data			1,000	
521100 - Business Travel	85160 - FINANCIAL PLANNING	LI_02	INPUT - Input Data			1,500	
				-	4,000	2,500	(1,500)
521110 - Conference Travel	85160 - FINANCIAL PLANNING	LI_01	SAP - SAP Data		1,400		
				-	1,400	-	(1,400)
521160 - Employee Relations	85160 - FINANCIAL PLANNING	LI_01	SAP - SAP Data		5,000		
521160 - Employee Relations	85160 - FINANCIAL PLANNING	LI_01	INPUT - Input Data			1,500	
				-	5,000	1,500	(3,500)
521300 - Conference Registration	85160 - FINANCIAL PLANNING	LI_01	SAP - SAP Data		600		
				-	600	-	(600)
521373 - Training - Beneficial - Fees	85160 - FINANCIAL PLANNING	LI_01	SAP - SAP Data		11,000		
521373 - Training - Beneficial - Fees	85160 - FINANCIAL PLANNING	LI_01	INPUT - Input Data	Various courses/Workshops for CUPE (\$10,000) and Exempt staff (\$2,000).		12,000	
521373 - Training - Beneficial - Fees	85160 - FINANCIAL PLANNING	LI_02	INPUT - Input Data	Government Finance Officers Association (GFOA) 2 attendees @ 1,000 each		2,000	
				-	11,000	14,000	3,000
521400 - Membership & Registr. Fee	85160 - FINANCIAL PLANNING	LI_01	SAP - SAP Data		21,000		
521400 - Membership & Registr. Fee	85160 - FINANCIAL PLANNING	LI_01	INPUT - Input Data	CPA Alberta Membership; CPA dues for continued membership for 9 FAs and 1 LCA @ \$1,500 each		15,000	
521400 - Membership & Registr. Fee	85160 - FINANCIAL PLANNING	LI_02	INPUT - Input Data	CPA Alberta Membership; CPA dues for continued membership for 5 Supervisors and 1 Manager @ \$1,500/each		9,000	
				-	21,000	24,000	3,000
521730 - Mobile Phones	85160 - FINANCIAL PLANNING	LI_01	SAP - SAP Data		1,200		
521730 - Mobile Phones	85160 - FINANCIAL PLANNING	LI_01	INPUT - Input Data			1,200	
				-	1,200	1,200	-
526600 - Room Rental	85160 - FINANCIAL PLANNING	LI_01	SAP - SAP Data		1,000		
526600 - Room Rental	85160 - FINANCIAL PLANNING	LI_01	INPUT - Input Data			1,000	
				-	1,000	1,000	-
551100 - Stationary & Office Supplies	85160 - FINANCIAL PLANNING	LI_01	SAP - SAP Data		1,000		
551100 - Stationary & Office Supplies	85160 - FINANCIAL PLANNING	LI_01	INPUT - Input Data			1,200	
				-	1,000	1,200	200
551410 - Food Cost	85160 - FINANCIAL PLANNING	LI_01	SAP - SAP Data		12,000		
551410 - Food Cost	85160 - FINANCIAL PLANNING	LI_01	INPUT - Input Data			3,000	
				-	12,000	3,000	(9,000)
551500 - Catered Foods	85160 - FINANCIAL PLANNING	LI_02	INPUT - Input Data	Budget Review-2022 Budget-Dry Run + 2022 Council Meetings		9,000	
				-	-	9,000	9,000



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Regional Municipality of Wood Buffalo
Corporate Summary / Financial Services
Accounting Services

B_AS

	2020 Budget	2021 Proposed Budget	Change	2022 Plan	2023 Plan
Accounting Services	(9,664,360)	(10,665,366)	(1,001,005)	(10,783,186)	(10,902,184)
Accounting Services	(9,664,360)	(10,665,366)	(1,001,005)	(10,783,186)	(10,902,184)



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Corporate Summary

Financial Services / Accounting Services

Accounting Services

S_AS

Description of Service

Accounting Services consists of the following four areas:

- 1) Accounts Payable and Clerical Support - Ensure A/P liabilities are analyzed for accuracy and processed to ensure that payment of general commitments are made to agreed terms. Also, provides municipal wide services including processing and sorting daily mail, parcels (shipping, receiving and delivery); provide daily internal mail delivery services to all municipal facilities; perform receptionist and/or clerical support duties; manage office supplies including maintaining municipal wide central office supplies inventory.
- 2) Billing Services and Cashiers - Customer Billing and Collections invoices for residential water, sewer and garbage services and commercial water and sewer. Receivables / Collections invoices for most other municipal services including, but not limited to, bulk water, ambulance billing, bus transit passes, domestic waste, etc. Collections deals with all collection actions on the accounts in billing services. Customer Services provides citizen services to the public, including: accepting payments, providing information to citizen enquiries; and assisting and accepting applications related to various municipal functions. Ambulance Billing completes the required billing for ambulance services on behalf of Alberta Health Services. Facility Booking oversees the booking of ice time throughout the region, as well as booking of municipal facilities, ball diamonds, etc.
- 3) Insurance Services - Responsible for obtaining insurance products to adequately protect the assets of Municipality as well as risk minimization.
- 4) Stores/Fleet Inventory - Stores Inventory Management is responsible for various duties to meet municipal needs. Including but not limited to organizing, tracking, coordinating and controlling the movements of materials, supplies and other equipment for use by municipal branches and departments. Maintaining municipal inventory and supplies, sourcing out and generating new materials, transporting supplies to work areas.

	2020 Budget	2021 Proposed Budget	Change	2022 Plan	2023 Plan
Sales and User Charges	1,076,388	1,050,637	(25,751)	1,050,637	1,050,637
Penalties and Costs on Taxes	195,000	352,400	157,400	352,400	352,400
Other Revenue	8,400	9,600	1,200	9,600	9,600
Revenues:	1,279,788	1,412,637	132,849	1,412,637	1,412,637
Salaries Wages and Benefits	5,933,928	5,872,113	(61,816)	5,930,834	5,990,142
Contracted and General Services	4,655,620	5,422,160	766,540	5,476,382	5,531,145
Purchases from Other Governments	1,200	4,200	3,000	4,242	4,284
Materials Goods Supplies and Utilities	65,200	303,430	238,230	306,464	309,529
Provision for Allowances	176,000	296,000	120,000	296,000	296,000
Bank Charges and Short-Term Interest	95,300	164,360	69,060	166,004	167,664
Other Expenditures	16,900	15,740	(1,160)	15,897	16,056
Expenses:	10,944,148	12,078,003	1,133,854	12,195,823	12,314,821
NET	(9,664,360)	(10,665,366)	(1,001,005)	(10,783,186)	(10,902,184)



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Corporate Summary

Financial Services / Accounting Services

Accounting Services

S_AS

	2020 Budget	2021 Proposed Budget	Change
Tax Certificates	200,000	200,000	-
Tax Recovery Charges	6,000	6,000	-
Transfer Fee - From Utility Accts To Tax	60,000	60,000	-
Administration Fees	49,400	44,400	(5,000)
Cost Reimbursement	760,988	740,237	(20,751)
Sales and User Charges	1,076,388	1,050,637	(25,751)
General Penalty	120,000	200,000	80,000
Water Utility Penalty	54,000	108,000	54,000
Sewer Utility Penalty	21,000	44,400	23,400
Penalties and Costs on Taxes	195,000	352,400	157,400
NSF Cheque Charges	8,400	9,600	1,200
Other Revenue	8,400	9,600	1,200
Other Revenue	8,400	9,600	1,200
Revenues:	1,279,788	1,412,637	132,849
Exempt Salary - Regular	786,245	838,681	52,436
CUPE Reg. Wages	4,239,321	4,107,661	(131,660)
CUPE OT Wages	11,000	18,750	7,750
CUPE Shift Differential	4,000	4,000	-
Meal Allowances	200	-	(200)
Benefit Allocation	219,497	219,624	127
EI Expense	58,746	56,659	(2,088)
CPP Expense	137,430	149,412	11,982
LAPP Expense	459,898	460,164	266
RRSP Expense	17,592	17,162	(430)
Salaries Wages and Benefits	5,933,928	5,872,113	(61,816)
Business Travel	1,000	1,000	-
Conference Travel	2,075	-	(2,075)
Employee Relations	2,200	2,500	300
Conference Registration	725	-	(725)



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Corporate Summary

Financial Services / Accounting Services

Accounting Services

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	2020 Budget	2021 Proposed Budget	Change
Training - Beneficial - Fees	-	400	400
Membership & Registr. Fee	2,900	5,550	2,650
Freight Charges	6,200	5,340	(860)
Postage	127,200	189,040	61,840
Mobile Phones	3,220	3,440	220
Printing And Binding	4,500	4,290	(210)
Other Fees	200	2,400	2,200
Security	24,000	25,200	1,200
Equipment Rental & Lease	8,400	10,000	1,600
Insurance Premiums	4,473,000	5,173,000	700,000
Contracted and General Services	4,655,620	5,422,160	766,540
Title Searches	1,200	4,200	3,000
Purchases from Other Governments	1,200	4,200	3,000
Inventory Price Difference Adjustment	2,000	2,200	200
Inventory Loss/Gain Adjustment	2,000	30,000	28,000
Stationary & Office Supplies	40,500	46,130	5,630
Protective Apparel	1,500	1,800	300
Janitorial Supplies	200	200	-
Food Cost	3,500	3,500	-
First Aid Supplies	-	2,000	2,000
Fuels & Lubes	700	1,100	400
Equipment	1,000	-	(1,000)
Consumables	3,000	4,800	1,800
Consum - Small Tools	200	1,800	1,600
Chemicals And Salts	200	200	-
Oth Constr/Maint Supply	-	3,500	3,500
Equipment & Furnishing	7,400	6,200	(1,200)
Obsolete Inventory	2,000	200,000	198,000
Gain/Loss Inventory Variance	1,000	-	(1,000)
Materials Goods Supplies and Utilities	65,200	303,430	238,230



REGIONAL MUNICIPALITY
OF WOOD BUFFALO

REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Corporate Summary

Financial Services / Accounting Services

Accounting Services

S_AS

	2020 Budget	2021 Proposed Budget	Change
Bad Debts Collected	12,000	14,000	2,000
Bad Debt-Water	12,000	12,000	-
Bad Debt-Sewer	12,000	12,000	-
General Trade Bad Debt	140,000	258,000	118,000
Provision for Allowances	176,000	296,000	120,000
Cash Over/Underage	500	500	-
Bank Charges	10,800	11,460	660
Interac-Bank Charges	84,000	152,400	68,400
Bank Charges and Short-Term Interest	95,300	164,360	69,060
Collection Costs	16,600	15,740	(860)
Water/Sewer Cancellations	300	-	(300)
Other Expenditures	16,900	15,740	(1,160)
Expenses:	10,944,148	12,078,003	1,133,854
NET	(9,664,360)	(10,665,366)	(1,001,005)



REGIONAL MUNICIPALITY OF WOOD BUFFALO 2021 PROPOSED BUDGET

Corporate Summary
Financial Services / Accounting Services
Accounting Services

S_AS

Cost Element	Cost Center	Line	Audit trail	2021 Budget Requests - Description	2020 Budget	2021 Proposed Budget	Change
441410 - Tax Certificates	85202 - TAXATION	LI_01	SAP - SAP Data		200,000		
441410 - Tax Certificates	85202 - TAXATION	LI_01	INPUT - Input Data	2020 Projected Actual = \$200k; assumption no expected increase in 2021		200,000	
				-	200,000	200,000	-
441430 - Tax Recovery Charges	85202 - TAXATION	LI_01	SAP - SAP Data		6,000		
441430 - Tax Recovery Charges	85202 - TAXATION	LI_01	INPUT - Input Data	Estimating 150 accounts @ \$40 per account lien charges.		6,000	
				-	6,000	6,000	-
441450 - Transfer Fee - From Utility Accts To Tax	85202 - TAXATION	LI_01	SAP - SAP Data		60,000		
441450 - Transfer Fee - From Utility Accts To Tax	85202 - TAXATION	LI_01	INPUT - Input Data	2020 Projected Actual = \$60k; assumption no expected increase in 2021		60,000	
				-	60,000	60,000	-
444170 - Administration Fees	85131 - CUSTOMER BILL & COLL - WATER	LI_01	SAP - SAP Data		35,000		
444170 - Administration Fees	85131 - CUSTOMER BILL & COLL - WATER	LI_01	INPUT - Input Data	Average monthly activation costs (adjustments for renters)		30,000	
444170 - Administration Fees	85132 - CUSTOMER BILL & COLL - SEWAGE	LI_01	SAP - SAP Data		14,400		
444170 - Administration Fees	85132 - CUSTOMER BILL & COLL - SEWAGE	LI_01	INPUT - Input Data	Average monthly activations.		14,400	
				-	49,400	44,400	(5,000)
449250 - Cost Reimbursement	85110 - INSURANCE SERVICES	LI_01	SAP - SAP Data		550,000		
449250 - Cost Reimbursement	85110 - INSURANCE SERVICES	LI_01	INPUT - Input Data	Recovered insurance claims (Condo Corp)		72,000	
449250 - Cost Reimbursement	85110 - INSURANCE SERVICES	LI_02	INPUT - Input Data	Recovered insurance claims (RRC)		438,000	
449250 - Cost Reimbursement	85110 - INSURANCE SERVICES	LI_03	INPUT - Input Data	Recovered insurance claims (Vista Ridge)		18,000	
449250 - Cost Reimbursement	88000 - DRP - ADMINISTRATION	LI_01	INPUT - Input Data	Membership dues recoverable from DRP		1,200	
449250 - Cost Reimbursement	88001 - 2016 FIRE - NON-REC	LI_01	SAP - SAP Data		210,988		
449250 - Cost Reimbursement	88001 - 2016 FIRE - NON-REC	LI_01	INPUT - Input Data	Salaries recoverable from DRP		211,037	
				-	760,988	740,237	(20,751)
459010 - General Penalty	85130 - RECEIVABLES / COLLECTIONS	LI_01	SAP - SAP Data		120,000		
459010 - General Penalty	85130 - RECEIVABLES / COLLECTIONS	LI_01	INPUT - Input Data	Interest - Monthly average for General Trade.		200,000	
				-	120,000	200,000	80,000
459020 - NSF Cheque Charges	85130 - RECEIVABLES / COLLECTIONS	LI_01	SAP - SAP Data		2,400		
459020 - NSF Cheque Charges	85130 - RECEIVABLES / COLLECTIONS	LI_01	INPUT - Input Data	Average NSF Cheque charges.		2,400	
459020 - NSF Cheque Charges	85202 - TAXATION	LI_01	SAP - SAP Data		6,000		
459020 - NSF Cheque Charges	85202 - TAXATION	LI_01	INPUT - Input Data	2020 Projected Actual = \$7k; assumption no expected increase in 2021		7,200	
				-	8,400	9,600	1,200
459030 - Water Utility Penalty	85131 - CUSTOMER BILL & COLL - WATER	LI_01	SAP - SAP Data		54,000		
459030 - Water Utility Penalty	85131 - CUSTOMER BILL & COLL - WATER	LI_01	INPUT - Input Data	Based on review.		108,000	
				-	54,000	108,000	54,000
459040 - Sewer Utility Penalty	85132 - CUSTOMER BILL & COLL - SEWAGE	LI_01	SAP - SAP Data		21,000		
459040 - Sewer Utility Penalty	85132 - CUSTOMER BILL & COLL - SEWAGE	LI_01	INPUT - Input Data	Based on review.		44,400	
				-	21,000	44,400	23,400
459500 - Bad Debts Collected	85130 - RECEIVABLES / COLLECTIONS	LI_01	SAP - SAP Data		10,000		
459500 - Bad Debts Collected	85130 - RECEIVABLES / COLLECTIONS	LI_01	INPUT - Input Data	Bad debt collected.		12,000	
459500 - Bad Debts Collected	85131 - CUSTOMER BILL & COLL - WATER	LI_01	SAP - SAP Data		1,000		
459500 - Bad Debts Collected	85131 - CUSTOMER BILL & COLL - WATER	LI_01	INPUT - Input Data	Bad debt collected.		1,000	
459500 - Bad Debts Collected	85132 - CUSTOMER BILL & COLL - SEWAGE	LI_01	SAP - SAP Data		1,000		
459500 - Bad Debts Collected	85132 - CUSTOMER BILL & COLL - SEWAGE	LI_01	INPUT - Input Data	Bad debt collected.		1,000	
				-	12,000	14,000	2,000
511100 - Exempt Salary - Regular	82314 - ACCOUNTING OVERHEAD	LI_01	SAP - SAP Data		176,035		
511100 - Exempt Salary - Regular	82314 - ACCOUNTING OVERHEAD	LI_01	HEADCOUNT - Headcount			172,252	
511100 - Exempt Salary - Regular	85130 - RECEIVABLES / COLLECTIONS	LI_01	SAP - SAP Data		31,607		
511100 - Exempt Salary - Regular	85130 - RECEIVABLES / COLLECTIONS	LI_01	HEADCOUNT - Headcount			32,474	
511100 - Exempt Salary - Regular	85131 - CUSTOMER BILL & COLL - WATER	LI_01	SAP - SAP Data		31,607		
511100 - Exempt Salary - Regular	85131 - CUSTOMER BILL & COLL - WATER	LI_01	HEADCOUNT - Headcount			32,474	
511100 - Exempt Salary - Regular	85132 - CUSTOMER BILL & COLL - SEWAGE	LI_01	SAP - SAP Data		31,607		
511100 - Exempt Salary - Regular	85132 - CUSTOMER BILL & COLL - SEWAGE	LI_01	HEADCOUNT - Headcount			32,474	
511100 - Exempt Salary - Regular	85140 - CUSTOMER SERVICES	LI_01	SAP - SAP Data		31,607		
511100 - Exempt Salary - Regular	85140 - CUSTOMER SERVICES	LI_01	HEADCOUNT - Headcount			32,474	
511100 - Exempt Salary - Regular	85202 - TAXATION	LI_01	SAP - SAP Data		164,419		
511100 - Exempt Salary - Regular	85202 - TAXATION	LI_01	HEADCOUNT - Headcount			157,375	
511100 - Exempt Salary - Regular	85300 - ACCOUNTS PAYABLE	LI_01	SAP - SAP Data		159,063		
511100 - Exempt Salary - Regular	85300 - ACCOUNTS PAYABLE	LI_01	HEADCOUNT - Headcount			126,723	
511100 - Exempt Salary - Regular	85302 - STORES	LI_01	SAP - SAP Data		43,080		
511100 - Exempt Salary - Regular	85302 - STORES	LI_01	HEADCOUNT - Headcount			136,243	
511100 - Exempt Salary - Regular	88000 - DRP - ADMINISTRATION	LI_01	HEADCOUNT - Headcount			116,191	
511100 - Exempt Salary - Regular	88001 - 2016 FIRE - NON-REC	LI_01	SAP - SAP Data		117,218		
				-	786,245	838,681	52,436
512500 - CUPE Reg. Wages	80721 - OFFICE SERVICES	LI_01	SAP - SAP Data		270,322		
512500 - CUPE Reg. Wages	80721 - OFFICE SERVICES	LI_01	HEADCOUNT - Headcount			224,329	
512500 - CUPE Reg. Wages	80923 - AMBULANCE BILLING	LI_01	SAP - SAP Data		265,928		
512500 - CUPE Reg. Wages	80923 - AMBULANCE BILLING	LI_01	HEADCOUNT - Headcount			174,411	
512500 - CUPE Reg. Wages	85110 - INSURANCE SERVICES	LI_01	SAP - SAP Data		329,493		

Cost Element	Cost Center	Line	Audittrail	2021 Budget Requests - Description	2020 Budget	2021 Proposed Budget	Change
512500 - CUPE Reg. Wages	85110 - INSURANCE SERVICES	LI_01	HEADCOUNT - Headcount			334,659	
512500 - CUPE Reg. Wages	85130 - RECEIVABLES / COLLECTIONS	LI_01	SAP - SAP Data		393,700		
512500 - CUPE Reg. Wages	85130 - RECEIVABLES / COLLECTIONS	LI_01	HEADCOUNT - Headcount			379,362	
512500 - CUPE Reg. Wages	85131 - CUSTOMER BILL & COLL - WATER	LI_01	SAP - SAP Data		142,725		
512500 - CUPE Reg. Wages	85131 - CUSTOMER BILL & COLL - WATER	LI_01	HEADCOUNT - Headcount			143,791	
512500 - CUPE Reg. Wages	85132 - CUSTOMER BILL & COLL - SEWAGE	LI_01	SAP - SAP Data		142,725		
512500 - CUPE Reg. Wages	85132 - CUSTOMER BILL & COLL - SEWAGE	LI_01	HEADCOUNT - Headcount			143,791	
512500 - CUPE Reg. Wages	85140 - CUSTOMER SERVICES	LI_01	SAP - SAP Data		555,753		
512500 - CUPE Reg. Wages	85140 - CUSTOMER SERVICES	LI_01	HEADCOUNT - Headcount			419,686	
512500 - CUPE Reg. Wages	85202 - TAXATION	LI_01	SAP - SAP Data		319,567		
512500 - CUPE Reg. Wages	85202 - TAXATION	LI_01	HEADCOUNT - Headcount			323,096	
512500 - CUPE Reg. Wages	85300 - ACCOUNTS PAYABLE	LI_01	SAP - SAP Data		800,378		
512500 - CUPE Reg. Wages	85300 - ACCOUNTS PAYABLE	LI_01	HEADCOUNT - Headcount			807,143	
512500 - CUPE Reg. Wages	85302 - STORES	LI_01	SAP - SAP Data		677,207		
512500 - CUPE Reg. Wages	85302 - STORES	LI_01	HEADCOUNT - Headcount			796,607	
512500 - CUPE Reg. Wages	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	SAP - SAP Data		256,342		
512500 - CUPE Reg. Wages	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	HEADCOUNT - Headcount			274,705	
512500 - CUPE Reg. Wages	88000 - DRP - ADMINISTRATION	LI_01	HEADCOUNT - Headcount			86,082	
512500 - CUPE Reg. Wages	88001 - 2016 FIRE - NON-REC	LI_01	SAP - SAP Data		85,181		
				-	4,239,321	4,107,661	(131,660)
512600 - CUPE OT Wages	80721 - OFFICE SERVICES	LI_01	SAP - SAP Data		1,000		
512600 - CUPE OT Wages	80721 - OFFICE SERVICES	LI_01	INPUT - Input Data	Expected OT during specific times - for example: tax time		1,000	
512600 - CUPE OT Wages	85140 - CUSTOMER SERVICES	LI_01	SAP - SAP Data		4,000		
512600 - CUPE OT Wages	85140 - CUSTOMER SERVICES	LI_01	INPUT - Input Data	Cashiers' meetings.		4,000	
512600 - CUPE OT Wages	85202 - TAXATION	LI_01	SAP - SAP Data		2,000		
512600 - CUPE OT Wages	85300 - ACCOUNTS PAYABLE	LI_01	SAP - SAP Data		1,000		
512600 - CUPE OT Wages	85300 - ACCOUNTS PAYABLE	LI_01	INPUT - Input Data	Required for year-end processing of AP invoices to meet deadlines.		2,000	
512600 - CUPE OT Wages	85302 - STORES	LI_01	SAP - SAP Data		2,000		
512600 - CUPE OT Wages	85302 - STORES	LI_01	INPUT - Input Data	Year-end inventory and bi-annual cross shift		6,750	
512600 - CUPE OT Wages	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	SAP - SAP Data		1,000		
512600 - CUPE OT Wages	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	INPUT - Input Data	Year-end inventory.		5,000	
				-	11,000	18,750	7,750
512620 - CUPE Shift Differential	85302 - STORES	LI_01	SAP - SAP Data		4,000		
512620 - CUPE Shift Differential	85302 - STORES	LI_01	INPUT - Input Data			4,000	
				-	4,000	4,000	-
512630 - Meal Allowances	85202 - TAXATION	LI_01	SAP - SAP Data		200		
				-	200	-	(200)
513000 - Benefit Allocation	80721 - OFFICE SERVICES	LI_01	SAP - SAP Data		12,226		
513000 - Benefit Allocation	80721 - OFFICE SERVICES	LI_01	HEADCOUNT - Headcount			10,139	
513000 - Benefit Allocation	80923 - AMBULANCE BILLING	LI_01	SAP - SAP Data		8,415		
513000 - Benefit Allocation	80923 - AMBULANCE BILLING	LI_01	HEADCOUNT - Headcount			7,846	
513000 - Benefit Allocation	82314 - ACCOUNTING OVERHEAD	LI_01	SAP - SAP Data		8,587		
513000 - Benefit Allocation	82314 - ACCOUNTING OVERHEAD	LI_01	HEADCOUNT - Headcount			8,388	
513000 - Benefit Allocation	85110 - INSURANCE SERVICES	LI_01	SAP - SAP Data		15,333		
513000 - Benefit Allocation	85110 - INSURANCE SERVICES	LI_01	HEADCOUNT - Headcount			15,604	
513000 - Benefit Allocation	85130 - RECEIVABLES / COLLECTIONS	LI_01	SAP - SAP Data		19,544		
513000 - Benefit Allocation	85130 - RECEIVABLES / COLLECTIONS	LI_01	HEADCOUNT - Headcount			18,837	
513000 - Benefit Allocation	85131 - CUSTOMER BILL & COLL - WATER	LI_01	SAP - SAP Data		8,006		
513000 - Benefit Allocation	85131 - CUSTOMER BILL & COLL - WATER	LI_01	HEADCOUNT - Headcount			8,107	
513000 - Benefit Allocation	85132 - CUSTOMER BILL & COLL - SEWAGE	LI_01	SAP - SAP Data		8,006		
513000 - Benefit Allocation	85132 - CUSTOMER BILL & COLL - SEWAGE	LI_01	HEADCOUNT - Headcount			8,107	
513000 - Benefit Allocation	85140 - CUSTOMER SERVICES	LI_01	SAP - SAP Data		26,741		
513000 - Benefit Allocation	85140 - CUSTOMER SERVICES	LI_01	HEADCOUNT - Headcount			20,626	
513000 - Benefit Allocation	85202 - TAXATION	LI_01	SAP - SAP Data		22,788		
513000 - Benefit Allocation	85202 - TAXATION	LI_01	HEADCOUNT - Headcount			22,604	
513000 - Benefit Allocation	85300 - ACCOUNTS PAYABLE	LI_01	SAP - SAP Data		44,474		
513000 - Benefit Allocation	85300 - ACCOUNTS PAYABLE	LI_01	HEADCOUNT - Headcount			43,131	
513000 - Benefit Allocation	85302 - STORES	LI_01	SAP - SAP Data		33,229		
513000 - Benefit Allocation	85302 - STORES	LI_01	HEADCOUNT - Headcount			43,733	
513000 - Benefit Allocation	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	SAP - SAP Data		12,148		
513000 - Benefit Allocation	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	HEADCOUNT - Headcount			12,500	
				-	219,497	219,624	127
513010 - EI Expense	80721 - OFFICE SERVICES	LI_01	SAP - SAP Data		3,649		
513010 - EI Expense	80721 - OFFICE SERVICES	LI_01	HEADCOUNT - Headcount			3,211	
513010 - EI Expense	80923 - AMBULANCE BILLING	LI_01	SAP - SAP Data		3,699		
513010 - EI Expense	80923 - AMBULANCE BILLING	LI_01	HEADCOUNT - Headcount			2,398	
513010 - EI Expense	82314 - ACCOUNTING OVERHEAD	LI_01	SAP - SAP Data		1,188		
513010 - EI Expense	82314 - ACCOUNTING OVERHEAD	LI_01	HEADCOUNT - Headcount			1,199	
513010 - EI Expense	85110 - INSURANCE SERVICES	LI_01	SAP - SAP Data		3,647		
513010 - EI Expense	85110 - INSURANCE SERVICES	LI_01	HEADCOUNT - Headcount			3,597	
513010 - EI Expense	85130 - RECEIVABLES / COLLECTIONS	LI_01	SAP - SAP Data		5,340		
513010 - EI Expense	85130 - RECEIVABLES / COLLECTIONS	LI_01	HEADCOUNT - Headcount			5,095	
513010 - EI Expense	85131 - CUSTOMER BILL & COLL - WATER	LI_01	SAP - SAP Data		2,225		
513010 - EI Expense	85131 - CUSTOMER BILL & COLL - WATER	LI_01	HEADCOUNT - Headcount			2,098	
513010 - EI Expense	85132 - CUSTOMER BILL & COLL - SEWAGE	LI_01	SAP - SAP Data		2,225		
513010 - EI Expense	85132 - CUSTOMER BILL & COLL - SEWAGE	LI_01	HEADCOUNT - Headcount			2,098	

Cost Element	Cost Center	Line	Audittrail	2021 Budget Requests - Description	2020 Budget	2021 Proposed Budget	Change
513010 - EI Expense	85140 - CUSTOMER SERVICES	LI_01	SAP - SAP Data		7,801		
513010 - EI Expense	85140 - CUSTOMER SERVICES	LI_01	HEADCOUNT - Headcount			6,990	
513010 - EI Expense	85202 - TAXATION	LI_01	SAP - SAP Data		4,993		
513010 - EI Expense	85202 - TAXATION	LI_01	HEADCOUNT - Headcount			4,796	
513010 - EI Expense	85300 - ACCOUNTS PAYABLE	LI_01	SAP - SAP Data		11,013		
513010 - EI Expense	85300 - ACCOUNTS PAYABLE	LI_01	HEADCOUNT - Headcount			10,790	
513010 - EI Expense	85302 - STORES	LI_01	SAP - SAP Data		8,012		
513010 - EI Expense	85302 - STORES	LI_01	HEADCOUNT - Headcount			9,591	
513010 - EI Expense	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	SAP - SAP Data		2,422		
513010 - EI Expense	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	HEADCOUNT - Headcount			2,398	
513010 - EI Expense	88000 - DRP - ADMINISTRATION	LI_01	HEADCOUNT - Headcount			2,398	
513010 - EI Expense	88001 - 2016 FIRE - NON-REC	LI_01	SAP - SAP Data		2,531		
				-	58,746	56,659	(2,088)
513020 - CPP Expense	80721 - OFFICE SERVICES	LI_01	SAP - SAP Data		8,279		
513020 - CPP Expense	80721 - OFFICE SERVICES	LI_01	HEADCOUNT - Headcount			8,675	
513020 - CPP Expense	80923 - AMBULANCE BILLING	LI_01	SAP - SAP Data		8,497		
513020 - CPP Expense	80923 - AMBULANCE BILLING	LI_01	HEADCOUNT - Headcount			6,366	
513020 - CPP Expense	82314 - ACCOUNTING OVERHEAD	LI_01	SAP - SAP Data		3,081		
513020 - CPP Expense	82314 - ACCOUNTING OVERHEAD	LI_01	HEADCOUNT - Headcount			3,183	
513020 - CPP Expense	85110 - INSURANCE SERVICES	LI_01	SAP - SAP Data		8,522		
513020 - CPP Expense	85110 - INSURANCE SERVICES	LI_01	HEADCOUNT - Headcount			9,549	
513020 - CPP Expense	85130 - RECEIVABLES / COLLECTIONS	LI_01	SAP - SAP Data		11,860		
513020 - CPP Expense	85130 - RECEIVABLES / COLLECTIONS	LI_01	HEADCOUNT - Headcount			13,528	
513020 - CPP Expense	85131 - CUSTOMER BILL & COLL - WATER	LI_01	SAP - SAP Data		5,062		
513020 - CPP Expense	85131 - CUSTOMER BILL & COLL - WATER	LI_01	HEADCOUNT - Headcount			5,570	
513020 - CPP Expense	85132 - CUSTOMER BILL & COLL - SEWAGE	LI_01	SAP - SAP Data		5,062		
513020 - CPP Expense	85132 - CUSTOMER BILL & COLL - SEWAGE	LI_01	HEADCOUNT - Headcount			5,570	
513020 - CPP Expense	85140 - CUSTOMER SERVICES	LI_01	SAP - SAP Data		17,711		
513020 - CPP Expense	85140 - CUSTOMER SERVICES	LI_01	HEADCOUNT - Headcount			17,396	
513020 - CPP Expense	85202 - TAXATION	LI_01	SAP - SAP Data		11,266		
513020 - CPP Expense	85202 - TAXATION	LI_01	HEADCOUNT - Headcount			12,732	
513020 - CPP Expense	85300 - ACCOUNTS PAYABLE	LI_01	SAP - SAP Data		26,385		
513020 - CPP Expense	85300 - ACCOUNTS PAYABLE	LI_01	HEADCOUNT - Headcount			28,647	
513020 - CPP Expense	85302 - STORES	LI_01	SAP - SAP Data		20,038		
513020 - CPP Expense	85302 - STORES	LI_01	HEADCOUNT - Headcount			25,464	
513020 - CPP Expense	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	SAP - SAP Data		5,608		
513020 - CPP Expense	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	HEADCOUNT - Headcount			6,366	
513020 - CPP Expense	88000 - DRP - ADMINISTRATION	LI_01	HEADCOUNT - Headcount			6,366	
513020 - CPP Expense	88001 - 2016 FIRE - NON-REC	LI_01	SAP - SAP Data		6,058		
				-	137,430	149,412	11,982
513030 - LAPP Expense	80721 - OFFICE SERVICES	LI_01	SAP - SAP Data		25,617		
513030 - LAPP Expense	80721 - OFFICE SERVICES	LI_01	HEADCOUNT - Headcount			21,244	
513030 - LAPP Expense	80923 - AMBULANCE BILLING	LI_01	SAP - SAP Data		17,632		
513030 - LAPP Expense	80923 - AMBULANCE BILLING	LI_01	HEADCOUNT - Headcount			16,440	
513030 - LAPP Expense	82314 - ACCOUNTING OVERHEAD	LI_01	SAP - SAP Data		17,991		
513030 - LAPP Expense	82314 - ACCOUNTING OVERHEAD	LI_01	HEADCOUNT - Headcount			17,575	
513030 - LAPP Expense	85110 - INSURANCE SERVICES	LI_01	SAP - SAP Data		32,126		
513030 - LAPP Expense	85110 - INSURANCE SERVICES	LI_01	HEADCOUNT - Headcount			32,694	
513030 - LAPP Expense	85130 - RECEIVABLES / COLLECTIONS	LI_01	SAP - SAP Data		40,949		
513030 - LAPP Expense	85130 - RECEIVABLES / COLLECTIONS	LI_01	HEADCOUNT - Headcount			39,468	
513030 - LAPP Expense	85131 - CUSTOMER BILL & COLL - WATER	LI_01	SAP - SAP Data		16,774		
513030 - LAPP Expense	85131 - CUSTOMER BILL & COLL - WATER	LI_01	HEADCOUNT - Headcount			16,987	
513030 - LAPP Expense	85132 - CUSTOMER BILL & COLL - SEWAGE	LI_01	SAP - SAP Data		16,774		
513030 - LAPP Expense	85132 - CUSTOMER BILL & COLL - SEWAGE	LI_01	HEADCOUNT - Headcount			16,987	
513030 - LAPP Expense	85140 - CUSTOMER SERVICES	LI_01	SAP - SAP Data		56,030		
513030 - LAPP Expense	85140 - CUSTOMER SERVICES	LI_01	HEADCOUNT - Headcount			43,217	
513030 - LAPP Expense	85202 - TAXATION	LI_01	SAP - SAP Data		47,747		
513030 - LAPP Expense	85202 - TAXATION	LI_01	HEADCOUNT - Headcount			47,361	
513030 - LAPP Expense	85300 - ACCOUNTS PAYABLE	LI_01	SAP - SAP Data		93,183		
513030 - LAPP Expense	85300 - ACCOUNTS PAYABLE	LI_01	HEADCOUNT - Headcount			90,370	
513030 - LAPP Expense	85302 - STORES	LI_01	SAP - SAP Data		69,622		
513030 - LAPP Expense	85302 - STORES	LI_01	HEADCOUNT - Headcount			91,631	
513030 - LAPP Expense	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	SAP - SAP Data		25,452		
513030 - LAPP Expense	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	HEADCOUNT - Headcount			26,192	
				-	459,898	460,164	266
513040 - RRSP Expense	82314 - ACCOUNTING OVERHEAD	LI_01	SAP - SAP Data		4,743		
513040 - RRSP Expense	82314 - ACCOUNTING OVERHEAD	LI_01	HEADCOUNT - Headcount			4,154	
513040 - RRSP Expense	85130 - RECEIVABLES / COLLECTIONS	LI_01	SAP - SAP Data		826		
513040 - RRSP Expense	85130 - RECEIVABLES / COLLECTIONS	LI_01	HEADCOUNT - Headcount			763	
513040 - RRSP Expense	85131 - CUSTOMER BILL & COLL - WATER	LI_01	SAP - SAP Data		826		
513040 - RRSP Expense	85131 - CUSTOMER BILL & COLL - WATER	LI_01	HEADCOUNT - Headcount			763	
513040 - RRSP Expense	85132 - CUSTOMER BILL & COLL - SEWAGE	LI_01	SAP - SAP Data		826		
513040 - RRSP Expense	85132 - CUSTOMER BILL & COLL - SEWAGE	LI_01	HEADCOUNT - Headcount			763	
513040 - RRSP Expense	85140 - CUSTOMER SERVICES	LI_01	SAP - SAP Data		826		
513040 - RRSP Expense	85140 - CUSTOMER SERVICES	LI_01	HEADCOUNT - Headcount			763	
513040 - RRSP Expense	85202 - TAXATION	LI_01	SAP - SAP Data		4,406		

Cost Element	Cost Center	Line	Audittrail	2021 Budget Requests - Description	2020 Budget	2021 Proposed Budget	Change
513040 - RRSP Expense	85202 - TAXATION	LI_01	HEADCOUNT - Headcount			3,767	
513040 - RRSP Expense	85300 - ACCOUNTS PAYABLE	LI_01	SAP - SAP Data		4,251		
513040 - RRSP Expense	85300 - ACCOUNTS PAYABLE	LI_01	HEADCOUNT - Headcount			2,970	
513040 - RRSP Expense	85302 - STORES	LI_01	SAP - SAP Data		887		
513040 - RRSP Expense	85302 - STORES	LI_01	HEADCOUNT - Headcount			3,218	
				-	17,592	17,162	(430)
521100 - Business Travel	85110 - INSURANCE SERVICES	LI_01	SAP - SAP Data		1,000		
521100 - Business Travel	85110 - INSURANCE SERVICES	LI_01	INPUT - Input Data	Travel to various sites.		1,000	
				-	1,000	1,000	-
521110 - Conference Travel	85110 - INSURANCE SERVICES	LI_01	SAP - SAP Data		2,075		
				-	2,075	-	(2,075)
521160 - Employee Relations	82314 - ACCOUNTING OVERHEAD	LI_01	SAP - SAP Data		2,200		
521160 - Employee Relations	82314 - ACCOUNTING OVERHEAD	LI_01	INPUT - Input Data	50 Staff @ \$50/each		2,500	
				-	2,200	2,500	300
521300 - Conference Registration	85110 - INSURANCE SERVICES	LI_01	SAP - SAP Data		725		
				-	725	-	(725)
521373 - Training - Beneficial - Fees	85202 - TAXATION	LI_01	INPUT - Input Data	MGA-Developing a Long-Term Tax Strategy (Online). \$200 each x2		400	
				-	-	400	400
521400 - Membership & Registr. Fee	82314 - ACCOUNTING OVERHEAD	LI_01	SAP - SAP Data		1,100		
521400 - Membership & Registr. Fee	82314 - ACCOUNTING OVERHEAD	LI_01	INPUT - Input Data	Chartered Professional Accountants (CPA) membership-Manager		1,200	
521400 - Membership & Registr. Fee	85110 - INSURANCE SERVICES	LI_01	SAP - SAP Data		700		
521400 - Membership & Registr. Fee	85110 - INSURANCE SERVICES	LI_01	INPUT - Input Data	Chartered Insurance Institute (CIIC) Membership-I Employee		750	
521400 - Membership & Registr. Fee	85130 - RECEIVABLES / COLLECTIONS	LI_01	SAP - SAP Data		1,100		
521400 - Membership & Registr. Fee	85130 - RECEIVABLES / COLLECTIONS	LI_01	INPUT - Input Data	Chartered Professional Accountants (CPA) membership-Supervisor		1,200	
521400 - Membership & Registr. Fee	85202 - TAXATION	LI_01	INPUT - Input Data	Chartered Professional Accountants (CPA) membership-Advisor		1,200	
521400 - Membership & Registr. Fee	88000 - DRP - ADMINISTRATION	LI_01	INPUT - Input Data	Chartered Professional Accountants (CPA) membership-Advisor		1,200	
				-	2,900	5,550	2,650
521500 - Freight Charges	85110 - INSURANCE SERVICES	LI_01	SAP - SAP Data		700		
521500 - Freight Charges	85110 - INSURANCE SERVICES	LI_01	INPUT - Input Data	Denial letters and other correspondence to external customers.		600	
521500 - Freight Charges	85300 - ACCOUNTS PAYABLE	LI_01	SAP - SAP Data		1,000		
521500 - Freight Charges	85300 - ACCOUNTS PAYABLE	LI_01	INPUT - Input Data	Courier charges for legal documents, time-sensitive cheques, delivery of cheques.		240	
521500 - Freight Charges	85302 - STORES	LI_01	SAP - SAP Data		4,000		
521500 - Freight Charges	85302 - STORES	LI_01	INPUT - Input Data	Freight charges for inventory that are not pre-paid.		4,000	
521500 - Freight Charges	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	SAP - SAP Data		500		
521500 - Freight Charges	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	INPUT - Input Data	Courier charges on parts ordered from vendors.		500	
				-	6,200	5,340	(860)
521600 - Postage	80721 - OFFICE SERVICES	LI_01	SAP - SAP Data		1,000		
521600 - Postage	80721 - OFFICE SERVICES	LI_01	INPUT - Input Data	Postage used by Office Services, once other postage is redistributed.		240	
521600 - Postage	85130 - RECEIVABLES / COLLECTIONS	LI_01	SAP - SAP Data		25,200		
521600 - Postage	85130 - RECEIVABLES / COLLECTIONS	LI_01	INPUT - Input Data	Average monthly mail charges (\$1,800 for Accounts Receivable (AR) & \$600 for Collections.		28,800	
521600 - Postage	85131 - CUSTOMER BILL & COLL - WATER	LI_01	SAP - SAP Data		69,000		
521600 - Postage	85131 - CUSTOMER BILL & COLL - WATER	LI_01	INPUT - Input Data	Average monthly mail charges.		69,000	
521600 - Postage	85132 - CUSTOMER BILL & COLL - SEWAGE	LI_01	SAP - SAP Data		30,000		
521600 - Postage	85132 - CUSTOMER BILL & COLL - SEWAGE	LI_01	INPUT - Input Data	Average monthly mail charges.		30,000	
521600 - Postage	85202 - TAXATION	LI_01	INPUT - Input Data	Monthly postage for TIPPS (Tax Instalment Payment Plan), Transfers, 305 adjustments etc, plus extra postage for mailing tax notices in May. Reminder notices in August, October, & December. Lien auction mailings in January -March & October-November.		60,000	
521600 - Postage	85300 - ACCOUNTS PAYABLE	LI_01	SAP - SAP Data		2,000		
521600 - Postage	85300 - ACCOUNTS PAYABLE	LI_01	INPUT - Input Data	Cheques mailed out weekly/bi-weekly by AP.		1,000	
				-	127,200	189,040	61,840
521730 - Mobile Phones	82314 - ACCOUNTING OVERHEAD	LI_01	SAP - SAP Data		240		
521730 - Mobile Phones	82314 - ACCOUNTING OVERHEAD	LI_01	INPUT - Input Data	1 phone @ \$20/month		240	
521730 - Mobile Phones	85130 - RECEIVABLES / COLLECTIONS	LI_01	SAP - SAP Data		240		
521730 - Mobile Phones	85130 - RECEIVABLES / COLLECTIONS	LI_01	INPUT - Input Data	Supervisor cell phone: \$20/per month		240	
521730 - Mobile Phones	85300 - ACCOUNTS PAYABLE	LI_01	SAP - SAP Data		240		
521730 - Mobile Phones	85300 - ACCOUNTS PAYABLE	LI_01	INPUT - Input Data	Supervisor cellphone@ \$20/month.		240	
521730 - Mobile Phones	85302 - STORES	LI_01	SAP - SAP Data		2,000		
521730 - Mobile Phones	85302 - STORES	LI_01	INPUT - Input Data	Cell phones for 8 Staff @ \$20/each		2,000	
521730 - Mobile Phones	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	SAP - SAP Data		500		
521730 - Mobile Phones	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	INPUT - Input Data	Mobile phones for three parts technicians @ \$20/per month.		720	
				-	3,220	3,440	220
522200 - Printing And Binding	85140 - CUSTOMER SERVICES	LI_01	SAP - SAP Data		4,000		
522200 - Printing And Binding	85140 - CUSTOMER SERVICES	LI_01	INPUT - Input Data	Printing cash receipts		4,000	
522200 - Printing And Binding	85202 - TAXATION	LI_01	INPUT - Input Data	Queens printer - annually in February.		50	
522200 - Printing And Binding	85300 - ACCOUNTS PAYABLE	LI_01	SAP - SAP Data		500		
522200 - Printing And Binding	85300 - ACCOUNTS PAYABLE	LI_01	INPUT - Input Data	Cheque printing-US cheques & sufficient stock of Canadian.		240	
				-	4,500	4,290	(210)
523400 - Other Fees	85300 - ACCOUNTS PAYABLE	LI_01	INPUT - Input Data	Alberta Land Titles, Title searches, etc.		1,200	
523400 - Other Fees	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	SAP - SAP Data		200		
523400 - Other Fees	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	INPUT - Input Data	Environmental fees for batteries and fuel filters.		1,200	
				-	200	2,400	2,200
524400 - Security	85140 - CUSTOMER SERVICES	LI_01	SAP - SAP Data		24,000		
524400 - Security	85140 - CUSTOMER SERVICES	LI_01	INPUT - Input Data	Bank deposits		25,200	
				-	24,000	25,200	1,200

Cost Element	Cost Center	Line	Audittrail	2021 Budget Requests - Description	2020 Budget	2021 Proposed Budget	Change
526300 - Equipment Rental & Lease	80721 - OFFICE SERVICES	LI_01	SAP - SAP Data		8,400		
526300 - Equipment Rental & Lease	80721 - OFFICE SERVICES	LI_01	INPUT - Input Data	Lease on Quadient mail machine.		10,000	
				-	8,400	10,000	1,600
527400 - Insurance Premiums	85110 - INSURANCE SERVICES	LI_01	SAP - SAP Data		4,473,000		
527400 - Insurance Premiums	85110 - INSURANCE SERVICES	LI_01	INPUT - Input Data	Based on quote.		5,173,000	
				-	4,473,000	5,173,000	700,000
534510 - Title Searches	85202 - TAXATION	LI_01	INPUT - Input Data	Title searches-December - March more required due to lien process.		4,200	
534510 - Title Searches	85300 - ACCOUNTS PAYABLE	LI_01	SAP - SAP Data	In 2020, budget was included in Director of Assessment cost center.	1,200		
				-	1,200	4,200	3,000
550080 - Inventory Price Difference Adjustment	85302 - STORES	LI_01	SAP - SAP Data		1,000		
550080 - Inventory Price Difference Adjustment	85302 - STORES	LI_01	INPUT - Input Data	Difference between purchase price and actual price.		1,000	
550080 - Inventory Price Difference Adjustment	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	SAP - SAP Data		1,000		
550080 - Inventory Price Difference Adjustment	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	INPUT - Input Data	Price difference on inventory items - adjustments to correct inventory value.		1,200	
				-	2,000	2,200	200
550090 - Inventory Loss/Gain Adjustment	85302 - STORES	LI_01	SAP - SAP Data		1,000		
550090 - Inventory Loss/Gain Adjustment	85302 - STORES	LI_01	INPUT - Input Data	Inventory loss/gain.		15,000	
550090 - Inventory Loss/Gain Adjustment	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	SAP - SAP Data		1,000		
550090 - Inventory Loss/Gain Adjustment	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	INPUT - Input Data	Year end process done on inventory items.		15,000	
				-	2,000	30,000	28,000
551100 - Stationary & Office Supplies	80721 - OFFICE SERVICES	LI_01	SAP - SAP Data		5,000		
551100 - Stationary & Office Supplies	80721 - OFFICE SERVICES	LI_01	INPUT - Input Data	Mail machine ink and maintenance agreement.		5,000	
551100 - Stationary & Office Supplies	82314 - ACCOUNTING OVERHEAD	LI_01	SAP - SAP Data		1,000		
551100 - Stationary & Office Supplies	82314 - ACCOUNTING OVERHEAD	LI_01	INPUT - Input Data	Miscellaneous supplies as required.		1,000	
551100 - Stationary & Office Supplies	85110 - INSURANCE SERVICES	LI_01	SAP - SAP Data		500		
551100 - Stationary & Office Supplies	85110 - INSURANCE SERVICES	LI_02	INPUT - Input Data	Various supplies as required.		300	
551100 - Stationary & Office Supplies	85130 - RECEIVABLES / COLLECTIONS	LI_01	SAP - SAP Data		5,000		
551100 - Stationary & Office Supplies	85130 - RECEIVABLES / COLLECTIONS	LI_01	INPUT - Input Data	Various office supplies as required.		7,500	
551100 - Stationary & Office Supplies	85131 - CUSTOMER BILL & COLL - WATER	LI_01	SAP - SAP Data		24,000		
551100 - Stationary & Office Supplies	85131 - CUSTOMER BILL & COLL - WATER	LI_01	INPUT - Input Data	Office supplies-pressure seal paper, etc.		24,000	
551100 - Stationary & Office Supplies	85140 - CUSTOMER SERVICES	LI_01	SAP - SAP Data		2,000		
551100 - Stationary & Office Supplies	85140 - CUSTOMER SERVICES	LI_01	INPUT - Input Data	Office supplies, desktop scanners		4,500	
551100 - Stationary & Office Supplies	85300 - ACCOUNTS PAYABLE	LI_01	SAP - SAP Data		2,000		
551100 - Stationary & Office Supplies	85300 - ACCOUNTS PAYABLE	LI_01	INPUT - Input Data	Miscellaneous supplies.		2,000	
551100 - Stationary & Office Supplies	85302 - STORES	LI_01	SAP - SAP Data		1,000		
551100 - Stationary & Office Supplies	85302 - STORES	LI_01	INPUT - Input Data	Warehouse office supplies		1,000	
551100 - Stationary & Office Supplies	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	INPUT - Input Data	Office supplies for parts / warehouse areas.		600	
551100 - Stationary & Office Supplies	88000 - DRP - ADMINISTRATION	LI_01	INPUT - Input Data	Supplies for two positions		230	
				-	40,500	46,130	5,630
551201 - Protective Apparel	85302 - STORES	LI_01	SAP - SAP Data		1,200		
551201 - Protective Apparel	85302 - STORES	LI_01	INPUT - Input Data	PPE for Warehouse Technicians x9x \$150		1,350	
551201 - Protective Apparel	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	SAP - SAP Data		300		
551201 - Protective Apparel	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	INPUT - Input Data	PPE for Parts Technicians x3x \$150		450	
				-	1,500	1,800	300
551300 - Janitorial Supplies	85302 - STORES	LI_01	SAP - SAP Data		200		
551300 - Janitorial Supplies	85302 - STORES	LI_01	INPUT - Input Data	Cleaning supplies		200	
				-	200	200	-
551410 - Food Cost	82314 - ACCOUNTING OVERHEAD	LI_01	SAP - SAP Data		3,000		
551410 - Food Cost	82314 - ACCOUNTING OVERHEAD	LI_01	INPUT - Input Data	For staff functions.		3,500	
551410 - Food Cost	85202 - TAXATION	LI_01	SAP - SAP Data		500		
				-	3,500	3,500	-
551610 - First Aid Supplies	85302 - STORES	LI_01	INPUT - Input Data	Material required to restock citywide first aid kits.		2,000	
				-	-	2,000	2,000
552100 - Fuels & Lubes	85302 - STORES	LI_01	SAP - SAP Data		500		
552100 - Fuels & Lubes	85302 - STORES	LI_01	INPUT - Input Data	Diesel for forklifts		500	
552100 - Fuels & Lubes	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	SAP - SAP Data		200		
552100 - Fuels & Lubes	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	INPUT - Input Data	Fuel for forklifts.		600	
				-	700	1,100	400
552300 - Equipment	85302 - STORES	LI_01	SAP - SAP Data		500		
552300 - Equipment	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	SAP - SAP Data		500		
				-	1,000	-	(1,000)
552400 - Consumables	80721 - OFFICE SERVICES	LI_01	SAP - SAP Data		1,000		
552400 - Consumables	80721 - OFFICE SERVICES	LI_01	INPUT - Input Data	Kleenex, Lysol wipes, hand sanitizers, masks, ice melts, etc.		1,200	
552400 - Consumables	85110 - INSURANCE SERVICES	LI_01	SAP - SAP Data		500		
552400 - Consumables	85110 - INSURANCE SERVICES	LI_01	INPUT - Input Data	Kleenex, Lysol wipes, etc.		300	
552400 - Consumables	85300 - ACCOUNTS PAYABLE	LI_01	SAP - SAP Data		500		
552400 - Consumables	85300 - ACCOUNTS PAYABLE	LI_01	INPUT - Input Data	Kleenex, Lysol wipes, Hand Sanitizers, Masks, etc.		1,200	
552400 - Consumables	85302 - STORES	LI_01	SAP - SAP Data		500		
552400 - Consumables	85302 - STORES	LI_01	INPUT - Input Data	Kleenex, Lysol wipes, strapping for pallets, batteries, shrink wraps, etc.		1,500	
552400 - Consumables	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	SAP - SAP Data		500		
552400 - Consumables	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	INPUT - Input Data	Kleenex, Lysol Wipes, etc.		600	
				-	3,000	4,800	1,800
552760 - Consum - Small Tools	85302 - STORES	LI_01	SAP - SAP Data		200		
552760 - Consum - Small Tools	85302 - STORES	LI_01	INPUT - Input Data	Warehouse tools, box cutters, knives, drills, carts, step ladders etc.		1,200	
552760 - Consum - Small Tools	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	INPUT - Input Data	Shop tools (box cutters, knives, banding tools, etc.		600	
				-	200	1,800	1,600

Cost Element	Cost Center	Line	Audittrail	2021 Budget Requests - Description	2020 Budget	2021 Proposed Budget	Change
553100 - Chemicals And Salts	85302 - STORES	LI_01	SAP - SAP Data		200		
553100 - Chemicals And Salts	85302 - STORES	LI_01	INPUT - Input Data	Salt used around walkways and loading docks.		200	
				-	200	200	-
553900 - Oth Constr/Maint Supply	85302 - STORES	LI_01	INPUT - Input Data	Safety equipment-guards for racking, etc.		3,500	
				-	-	3,500	3,500
563000 - Equipment & Furnishing	80721 - OFFICE SERVICES	LI_01	SAP - SAP Data		2,600		
563000 - Equipment & Furnishing	85300 - ACCOUNTS PAYABLE	LI_01	SAP - SAP Data		4,800		
563000 - Equipment & Furnishing	85300 - ACCOUNTS PAYABLE	LI_01	INPUT - Input Data	1 Scanner replacement as needed.		1,200	
563000 - Equipment & Furnishing	85302 - STORES	LI_01	INPUT - Input Data	Moving and set up costs for Environmental Services at Water Treatment Plant.		5,000	
				-	7,400	6,200	(1,200)
576300 - Bad Debt-Water	85131 - CUSTOMER BILL & COLL - WATER	LI_01	SAP - SAP Data		12,000		
576300 - Bad Debt-Water	85131 - CUSTOMER BILL & COLL - WATER	LI_01	INPUT - Input Data	Based on adjusted valuation.		12,000	
				-	12,000	12,000	-
576310 - Bad Debt-Sewer	85132 - CUSTOMER BILL & COLL - SEWAGE	LI_01	SAP - SAP Data		12,000		
576310 - Bad Debt-Sewer	85132 - CUSTOMER BILL & COLL - SEWAGE	LI_01	INPUT - Input Data	Based on adjusted valuation.		12,000	
				-	12,000	12,000	-
580000 - Cash Over/Underage	85140 - CUSTOMER SERVICES	LI_01	SAP - SAP Data		500		
580000 - Cash Over/Underage	85140 - CUSTOMER SERVICES	LI_01	INPUT - Input Data	Miscellaneous cash shortages through 2021.		500	
				-	500	500	-
581400 - Bank Charges	85131 - CUSTOMER BILL & COLL - WATER	LI_01	SAP - SAP Data		3,000		
581400 - Bank Charges	85131 - CUSTOMER BILL & COLL - WATER	LI_01	INPUT - Input Data	Monthly average pre-authorized Debit & MICR fees.		3,060	
581400 - Bank Charges	85140 - CUSTOMER SERVICES	LI_01	SAP - SAP Data		3,600		
581400 - Bank Charges	85140 - CUSTOMER SERVICES	LI_01	INPUT - Input Data	Banking fees.		3,600	
581400 - Bank Charges	85202 - TAXATION	LI_01	SAP - SAP Data		3,000		
581400 - Bank Charges	85202 - TAXATION	LI_01	INPUT - Input Data	Tax Instalment Payment Plan (TIPP) fees-expecting similar to 2020 actual amounts per month.		3,600	
581400 - Bank Charges	85300 - ACCOUNTS PAYABLE	LI_01	SAP - SAP Data		1,200		
581400 - Bank Charges	85300 - ACCOUNTS PAYABLE	LI_01	INPUT - Input Data	RBC, EFT program charges.		1,200	
				-	10,800	11,460	660
581410 - Interac-Bank Charges	85130 - RECEIVABLES / COLLECTIONS	LI_01	SAP - SAP Data		24,000		
581410 - Interac-Bank Charges	85130 - RECEIVABLES / COLLECTIONS	LI_01	INPUT - Input Data	Bank charges-Monthly average		92,400	
581410 - Interac-Bank Charges	85140 - CUSTOMER SERVICES	LI_01	SAP - SAP Data		60,000		
581410 - Interac-Bank Charges	85140 - CUSTOMER SERVICES	LI_01	INPUT - Input Data	Monthly interact processing fees.		60,000	
				-	84,000	152,400	68,400
591120 - Collection Costs	85130 - RECEIVABLES / COLLECTIONS	LI_01	SAP - SAP Data		12,000		
591120 - Collection Costs	85130 - RECEIVABLES / COLLECTIONS	LI_01	INPUT - Input Data	EOS Canada Inc Fees (Debt collection)		12,000	
591120 - Collection Costs	85131 - CUSTOMER BILL & COLL - WATER	LI_01	SAP - SAP Data		400		
591120 - Collection Costs	85131 - CUSTOMER BILL & COLL - WATER	LI_01	INPUT - Input Data	Based on monthly average charges - EOS Canada Inc (Collection costs)		720	
591120 - Collection Costs	85132 - CUSTOMER BILL & COLL - SEWAGE	LI_01	SAP - SAP Data		200		
591120 - Collection Costs	85132 - CUSTOMER BILL & COLL - SEWAGE	LI_01	INPUT - Input Data	Based on monthly average cost.		720	
591120 - Collection Costs	85202 - TAXATION	LI_01	SAP - SAP Data		4,000		
591120 - Collection Costs	85202 - TAXATION	LI_01	INPUT - Input Data	Registration of Liens \$1,300 in April & Discharge of Liens estimated \$250 per quarter.		2,300	
				-	16,600	15,740	(860)
591150 - Water/Sewer Cancellations	85131 - CUSTOMER BILL & COLL - WATER	LI_01	SAP - SAP Data		200		
591150 - Water/Sewer Cancellations	85132 - CUSTOMER BILL & COLL - SEWAGE	LI_01	SAP - SAP Data		100		
				-	300	-	(300)
592820 - General Trade Bad Debt	85130 - RECEIVABLES / COLLECTIONS	LI_01	SAP - SAP Data		140,000		
592820 - General Trade Bad Debt	85130 - RECEIVABLES / COLLECTIONS	LI_01	INPUT - Input Data	Approximately over 90 days at risk.		258,000	
				-	140,000	258,000	118,000
595310 - Obsolete Inventory	85302 - STORES	LI_01	SAP - SAP Data		2,000		
595310 - Obsolete Inventory	85302 - STORES	LI_01	INPUT - Input Data	Obsolete inventory		50,000	
595310 - Obsolete Inventory	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	INPUT - Input Data	Write-off obsolete inventory.		150,000	
				-	2,000	200,000	198,000
595320 - Gain/Loss Inventory Variance	85302 - STORES	LI_01	SAP - SAP Data		1,000		
				-	1,000	-	(1,000)



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Accounting Services

OFFICE SERVICES

80721

Description of Service

Provide municipal wide services including processing and sorting daily mail, parcels (shipping, receiving and delivery); provide daily internal mail delivery services to all municipal facilities; perform receptionist and/or clerical support duties; manage office supplies including maintaining municipal wide central office supplies inventory.

	2020 Budget	2021 Proposed Budget	Change	2022 Plan	2023 Plan
Revenues:	-	-	-	-	-
Salaries Wages and Benefits	321,093	268,599	(52,494)	271,285	273,998
Contracted and General Services	9,400	10,240	840	10,342	10,446
Materials Goods Supplies and Utilities	8,600	6,200	(2,400)	6,262	6,325
Expenses:	339,093	285,039	(54,054)	287,889	290,768
NET	(339,093)	(285,039)	54,054	(287,889)	(290,768)



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Accounting Services

OFFICE SERVICES

80721

	2020 Budget	2021 Proposed Budget	Change
Revenues:	-	-	-
CUPE Reg. Wages	270,322	224,329	(45,992)
CUPE OT Wages	1,000	1,000	-
Benefit Allocation	12,226	10,139	(2,087)
El Expense	3,649	3,211	(438)
CPP Expense	8,279	8,675	396
LAPP Expense	25,617	21,244	(4,373)
Salaries Wages and Benefits	321,093	268,599	(52,494)
Postage	1,000	240	(760)
Equipment Rental & Lease	8,400	10,000	1,600
Contracted and General Services	9,400	10,240	840
Stationary & Office Supplies	5,000	5,000	-
Consumables	1,000	1,200	200
Equipment & Furnishing	2,600	-	(2,600)
Materials Goods Supplies and Utilities	8,600	6,200	(2,400)
Expenses:	339,093	285,039	(54,054)
NET	(339,093)	(285,039)	54,054



REGIONAL MUNICIPALITY OF WOOD BUFFALO 2021 PROPOSED BUDGET

Financial Services
Accounting Services
OFFICE SERVICES

80721

Cost Element	Cost Center	Line	Audittrail	2021 Budget Requests - Description	2020 Budget	2021 Proposed Budget	Change
512500 - CUPE Reg. Wages	80721 - OFFICE SERVICES	LI_01	SAP - SAP Data		270,322		
512500 - CUPE Reg. Wages	80721 - OFFICE SERVICES	LI_01	HEADCOUNT - Headcount			224,329	
				-	270,322	224,329	(45,992)
512600 - CUPE OT Wages	80721 - OFFICE SERVICES	LI_01	SAP - SAP Data		1,000		
512600 - CUPE OT Wages	80721 - OFFICE SERVICES	LI_01	INPUT - Input Data	Expected OT during specific times - for example; tax time		1,000	
				-	1,000	1,000	-
513000 - Benefit Allocation	80721 - OFFICE SERVICES	LI_01	SAP - SAP Data		12,226		
513000 - Benefit Allocation	80721 - OFFICE SERVICES	LI_01	HEADCOUNT - Headcount			10,139	
				-	12,226	10,139	(2,087)
513010 - EI Expense	80721 - OFFICE SERVICES	LI_01	SAP - SAP Data		3,649		
513010 - EI Expense	80721 - OFFICE SERVICES	LI_01	HEADCOUNT - Headcount			3,211	
				-	3,649	3,211	(438)
513020 - CPP Expense	80721 - OFFICE SERVICES	LI_01	SAP - SAP Data		8,279		
513020 - CPP Expense	80721 - OFFICE SERVICES	LI_01	HEADCOUNT - Headcount			8,675	
				-	8,279	8,675	396
513030 - LAPP Expense	80721 - OFFICE SERVICES	LI_01	SAP - SAP Data		25,617		
513030 - LAPP Expense	80721 - OFFICE SERVICES	LI_01	HEADCOUNT - Headcount			21,244	
				-	25,617	21,244	(4,373)
521600 - Postage	80721 - OFFICE SERVICES	LI_01	SAP - SAP Data		1,000		
521600 - Postage	80721 - OFFICE SERVICES	LI_01	INPUT - Input Data	Postage used by Office Services, once other postage is redistributed.		240	
				-	1,000	240	(760)
526300 - Equipment Rental & Lease	80721 - OFFICE SERVICES	LI_01	SAP - SAP Data		8,400		
526300 - Equipment Rental & Lease	80721 - OFFICE SERVICES	LI_01	INPUT - Input Data	Lease on Quadient mail machine.		10,000	
				-	8,400	10,000	1,600
551100 - Stationary & Office Supplies	80721 - OFFICE SERVICES	LI_01	SAP - SAP Data		5,000		
551100 - Stationary & Office Supplies	80721 - OFFICE SERVICES	LI_01	INPUT - Input Data	Mail machine ink and maintenance agreement.		5,000	
				-	5,000	5,000	-
552400 - Consumables	80721 - OFFICE SERVICES	LI_01	SAP - SAP Data		1,000		
552400 - Consumables	80721 - OFFICE SERVICES	LI_01	INPUT - Input Data	Kleenex, Lysol wipes, hand sanitizers, masks, ice melts, etc.		1,200	
				-	1,000	1,200	200
563000 - Equipment & Furnishing	80721 - OFFICE SERVICES	LI_01	SAP - SAP Data		2,600		
				-	2,600	-	(2,600)



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Accounting Services

AMBULANCE BILLING

80923

Description of Service

Ambulance Billing works on behalf of Alberta Health Services to both invoice, and collect, on ambulance billing that takes place within the Municipality. All expenses under this cost this cost center are fully recoverable from AHS.

	2020 Budget	2021 Proposed Budget	Change	2022 Plan	2023 Plan
Revenues:	-	-	-	-	-
Salaries Wages and Benefits	304,171	207,460	(96,711)	209,535	211,630
Expenses:	304,171	207,460	(96,711)	209,535	211,630
NET	(304,171)	(207,460)	96,711	(209,535)	(211,630)



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services
Accounting Services
AMBULANCE BILLING

80923

	2020 Budget	2021 Proposed Budget	Change
Revenues:	-	-	-
CUPE Reg. Wages	265,928	174,411	(91,518)
Benefit Allocation	8,415	7,846	(569)
EI Expense	3,699	2,398	(1,301)
CPP Expense	8,497	6,366	(2,131)
LAPP Expense	17,632	16,440	(1,192)
Salaries Wages and Benefits	304,171	207,460	(96,711)
Expenses:	304,171	207,460	(96,711)
NET	(304,171)	(207,460)	96,711



REGIONAL MUNICIPALITY OF WOOD BUFFALO 2021 PROPOSED BUDGET

Financial Services

Accounting Services

AMBULANCE BILLING

80923

Cost Element	Cost Center	Line	Audittrail	2021 Budget Requests - Description	2020 Budget	2021 Proposed Budget	Change
512500 - CUPE Reg. Wages	80923 - AMBULANCE BILLING	LI_01	SAP - SAP Data		265,928	174,411	
512500 - CUPE Reg. Wages	80923 - AMBULANCE BILLING	LI_01	HEADCOUNT - Headcount				
				-	265,928	174,411	(91,518)
513000 - Benefit Allocation	80923 - AMBULANCE BILLING	LI_01	SAP - SAP Data		8,415	7,846	
513000 - Benefit Allocation	80923 - AMBULANCE BILLING	LI_01	HEADCOUNT - Headcount				
				-	8,415	7,846	(569)
513010 - EI Expense	80923 - AMBULANCE BILLING	LI_01	SAP - SAP Data		3,699	2,398	
513010 - EI Expense	80923 - AMBULANCE BILLING	LI_01	HEADCOUNT - Headcount				
				-	3,699	2,398	(1,301)
513020 - CPP Expense	80923 - AMBULANCE BILLING	LI_01	SAP - SAP Data		8,497	6,366	
513020 - CPP Expense	80923 - AMBULANCE BILLING	LI_01	HEADCOUNT - Headcount				
				-	8,497	6,366	(2,131)
513030 - LAPP Expense	80923 - AMBULANCE BILLING	LI_01	SAP - SAP Data		17,632	16,440	
513030 - LAPP Expense	80923 - AMBULANCE BILLING	LI_01	HEADCOUNT - Headcount				
				-	17,632	16,440	(1,192)



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Accounting Services

ACCOUNTING OVERHEAD

82314

Description of Service

The Manager of Accounting oversees four distinct areas

The four Departments include: Accounts Payable and Clerical Support, Billing Services and Cashiers, Insurance Services and Stores inventory

	2020 Budget	2021 Proposed Budget	Change	2022 Plan	2023 Plan
Revenues:	-	-	-	-	-
Salaries Wages and Benefits	211,625	206,751	(4,874)	208,818	210,906
Contracted and General Services	3,540	3,940	400	3,979	4,019
Materials Goods Supplies and Utilities	4,000	4,500	500	4,545	4,590
Expenses:	219,165	215,191	(3,974)	217,343	219,516
NET	(219,165)	(215,191)	3,974	(217,343)	(219,516)



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Accounting Services

ACCOUNTING OVERHEAD

82314

	2020 Budget	2021 Proposed Budget	Change
Revenues:	-	-	-
Exempt Salary - Regular	176,035	172,252	(3,783)
Benefit Allocation	8,587	8,388	(199)
El Expense	1,188	1,199	11
CPP Expense	3,081	3,183	102
LAPP Expense	17,991	17,575	(416)
RRSP Expense	4,743	4,154	(589)
Salaries Wages and Benefits	211,625	206,751	(4,874)
Employee Relations	2,200	2,500	300
Membership & Registr. Fee	1,100	1,200	100
Mobile Phones	240	240	-
Contracted and General Services	3,540	3,940	400
Stationary & Office Supplies	1,000	1,000	-
Food Cost	3,000	3,500	500
Materials Goods Supplies and Utilities	4,000	4,500	500
Expenses:	219,165	215,191	(3,974)
NET	(219,165)	(215,191)	3,974



REGIONAL MUNICIPALITY OF WOOD BUFFALO 2021 PROPOSED BUDGET

Financial Services

Accounting Services

ACCOUNTING OVERHEAD

82314

Cost Element	Cost Center	Line	Audittrail	2021 Budget Requests - Description	2020 Budget	2021 Proposed Budget	Change
511100 - Exempt Salary - Regular	82314 - ACCOUNTING OVERHEAD	LI_01	SAP - SAP Data		176,035		
511100 - Exempt Salary - Regular	82314 - ACCOUNTING OVERHEAD	LI_01	HEADCOUNT - Headcount			172,252	
				-	176,035	172,252	(3,783)
513000 - Benefit Allocation	82314 - ACCOUNTING OVERHEAD	LI_01	SAP - SAP Data		8,587		
513000 - Benefit Allocation	82314 - ACCOUNTING OVERHEAD	LI_01	HEADCOUNT - Headcount			8,388	
				-	8,587	8,388	(199)
513010 - EI Expense	82314 - ACCOUNTING OVERHEAD	LI_01	SAP - SAP Data		1,188		
513010 - EI Expense	82314 - ACCOUNTING OVERHEAD	LI_01	HEADCOUNT - Headcount			1,199	
				-	1,188	1,199	11
513020 - CPP Expense	82314 - ACCOUNTING OVERHEAD	LI_01	SAP - SAP Data		3,081		
513020 - CPP Expense	82314 - ACCOUNTING OVERHEAD	LI_01	HEADCOUNT - Headcount			3,183	
				-	3,081	3,183	102
513030 - LAPP Expense	82314 - ACCOUNTING OVERHEAD	LI_01	SAP - SAP Data		17,991		
513030 - LAPP Expense	82314 - ACCOUNTING OVERHEAD	LI_01	HEADCOUNT - Headcount			17,575	
				-	17,991	17,575	(416)
513040 - RRSP Expense	82314 - ACCOUNTING OVERHEAD	LI_01	SAP - SAP Data		4,743		
513040 - RRSP Expense	82314 - ACCOUNTING OVERHEAD	LI_01	HEADCOUNT - Headcount			4,154	
				-	4,743	4,154	(589)
521160 - Employee Relations	82314 - ACCOUNTING OVERHEAD	LI_01	SAP - SAP Data		2,200		
521160 - Employee Relations	82314 - ACCOUNTING OVERHEAD	LI_01	INPUT - Input Data	50 Staff @ \$50/each		2,500	
				-	2,200	2,500	300
521400 - Membership & Registr. Fee	82314 - ACCOUNTING OVERHEAD	LI_01	SAP - SAP Data		1,100		
521400 - Membership & Registr. Fee	82314 - ACCOUNTING OVERHEAD	LI_01	INPUT - Input Data	Chartered Professional Accountants (CPA) membership-Manager		1,200	
				-	1,100	1,200	100
521730 - Mobile Phones	82314 - ACCOUNTING OVERHEAD	LI_01	SAP - SAP Data		240		
521730 - Mobile Phones	82314 - ACCOUNTING OVERHEAD	LI_01	INPUT - Input Data	1 phone @ \$20/month		240	
				-	240	240	-
551100 - Stationary & Office Supplies	82314 - ACCOUNTING OVERHEAD	LI_01	SAP - SAP Data		1,000		
551100 - Stationary & Office Supplies	82314 - ACCOUNTING OVERHEAD	LI_01	INPUT - Input Data	Miscellaneous supplies as required.		1,000	
				-	1,000	1,000	-
551410 - Food Cost	82314 - ACCOUNTING OVERHEAD	LI_01	SAP - SAP Data		3,000		
551410 - Food Cost	82314 - ACCOUNTING OVERHEAD	LI_01	INPUT - Input Data	For staff functions.		3,500	
				-	3,000	3,500	500



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Accounting Services

INSURANCE SERVICES

85110

Description of Service

The insurance services branch is responsible for obtaining insurance products to adequately protect the assets of Municipality as well as risk minimization.

	2020 Budget	2021 Proposed Budget	Change	2022 Plan	2023 Plan
Sales and User Charges	550,000	528,000	(22,000)	528,000	528,000
Revenues:	550,000	528,000	(22,000)	528,000	528,000
Salaries Wages and Benefits	389,121	396,102	6,981	400,063	404,064
Contracted and General Services	4,478,200	5,175,350	697,150	5,227,104	5,279,375
Materials Goods Supplies and Utilities	1,000	600	(400)	606	612
Expenses:	4,868,321	5,572,052	703,731	5,627,773	5,684,051
NET	(4,318,321)	(5,044,052)	(725,731)	(5,099,773)	(5,156,051)



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Accounting Services

INSURANCE SERVICES

85110

	2020 Budget	2021 Proposed Budget	Change
Cost Reimbursement	550,000	528,000	(22,000)
Sales and User Charges	550,000	528,000	(22,000)
Revenues:	550,000	528,000	(22,000)
CUPE Reg. Wages	329,493	334,659	5,165
Benefit Allocation	15,333	15,604	271
El Expense	3,647	3,597	(51)
CPP Expense	8,522	9,549	1,027
LAPP Expense	32,126	32,694	568
Salaries Wages and Benefits	389,121	396,102	6,981
Business Travel	1,000	1,000	-
Conference Travel	2,075	-	(2,075)
Conference Registration	725	-	(725)
Membership & Registr. Fee	700	750	50
Freight Charges	700	600	(100)
Insurance Premiums	4,473,000	5,173,000	700,000
Contracted and General Services	4,478,200	5,175,350	697,150
Stationary & Office Supplies	500	300	(200)
Consumables	500	300	(200)
Materials Goods Supplies and Utilities	1,000	600	(400)
Expenses:	4,868,321	5,572,052	703,731
NET	(4,318,321)	(5,044,052)	(725,731)



REGIONAL MUNICIPALITY OF WOOD BUFFALO 2021 PROPOSED BUDGET

Financial Services
Accounting Services
INSURANCE SERVICES

85110

Cost Element	Cost Center	Line	Audit trail	2021 Budget Requests - Description	2020 Budget	2021 Proposed Budget	Change
449250 - Cost Reimbursement	85110 - INSURANCE SERVICES	LI_01	SAP - SAP Data		550,000		
449250 - Cost Reimbursement	85110 - INSURANCE SERVICES	LI_01	INPUT - Input Data	Recovered insurance claims (Condo Corp)		72,000	
449250 - Cost Reimbursement	85110 - INSURANCE SERVICES	LI_02	INPUT - Input Data	Recovered insurance claims (RRC)		438,000	
449250 - Cost Reimbursement	85110 - INSURANCE SERVICES	LI_03	INPUT - Input Data	Recovered insurance claims (Vista Ridge)		18,000	
					-	550,000	528,000
							(22,000)
512500 - CUPE Reg. Wages	85110 - INSURANCE SERVICES	LI_01	SAP - SAP Data		329,493		
512500 - CUPE Reg. Wages	85110 - INSURANCE SERVICES	LI_01	HEADCOUNT - Headcount			334,659	
					-	329,493	334,659
							5,165
513000 - Benefit Allocation	85110 - INSURANCE SERVICES	LI_01	SAP - SAP Data		15,333		
513000 - Benefit Allocation	85110 - INSURANCE SERVICES	LI_01	HEADCOUNT - Headcount			15,604	
					-	15,333	15,604
							271
513010 - EI Expense	85110 - INSURANCE SERVICES	LI_01	SAP - SAP Data		3,647		
513010 - EI Expense	85110 - INSURANCE SERVICES	LI_01	HEADCOUNT - Headcount			3,597	
					-	3,647	3,597
							(51)
513020 - CPP Expense	85110 - INSURANCE SERVICES	LI_01	SAP - SAP Data		8,522		
513020 - CPP Expense	85110 - INSURANCE SERVICES	LI_01	HEADCOUNT - Headcount			9,549	
					-	8,522	9,549
							1,027
513030 - LAPP Expense	85110 - INSURANCE SERVICES	LI_01	SAP - SAP Data		32,126		
513030 - LAPP Expense	85110 - INSURANCE SERVICES	LI_01	HEADCOUNT - Headcount			32,694	
					-	32,126	32,694
							568
521100 - Business Travel	85110 - INSURANCE SERVICES	LI_01	SAP - SAP Data		1,000		
521100 - Business Travel	85110 - INSURANCE SERVICES	LI_01	INPUT - Input Data	Travel to various sites.		1,000	
					-	1,000	1,000
							-
521110 - Conference Travel	85110 - INSURANCE SERVICES	LI_01	SAP - SAP Data		2,075		
					-	2,075	-
							(2,075)
521300 - Conference Registration	85110 - INSURANCE SERVICES	LI_01	SAP - SAP Data		725		
					-	725	-
							(725)
521400 - Membership & Registr. Fee	85110 - INSURANCE SERVICES	LI_01	SAP - SAP Data		700		
521400 - Membership & Registr. Fee	85110 - INSURANCE SERVICES	LI_01	INPUT - Input Data	Chartered Insurance Institute (CIIC) Membership-I Employee		750	
					-	700	750
							50
521500 - Freight Charges	85110 - INSURANCE SERVICES	LI_01	SAP - SAP Data		700		
521500 - Freight Charges	85110 - INSURANCE SERVICES	LI_01	INPUT - Input Data	Denial letters and other correspondence to external customers.		600	
					-	700	600
							(100)
527400 - Insurance Premiums	85110 - INSURANCE SERVICES	LI_01	SAP - SAP Data		4,473,000		
527400 - Insurance Premiums	85110 - INSURANCE SERVICES	LI_01	INPUT - Input Data	Based on quote.		5,173,000	
					-	4,473,000	5,173,000
							700,000
551100 - Stationary & Office Supplies	85110 - INSURANCE SERVICES	LI_01	SAP - SAP Data		500		
551100 - Stationary & Office Supplies	85110 - INSURANCE SERVICES	LI_02	INPUT - Input Data	Various supplies as required.		300	
					-	500	300
							(200)
552400 - Consumables	85110 - INSURANCE SERVICES	LI_01	SAP - SAP Data		500		
552400 - Consumables	85110 - INSURANCE SERVICES	LI_01	INPUT - Input Data	Kleenex, Lysol wipes, etc.		300	
					-	500	300
							(200)



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Accounting Services

RECEIVABLES / COLLECTIONS

85130

Description of Service

The Receivables/Collections branch of Billing Services invoices for most other municipal services including, but not limited to, bulk water, ambulance billing, bus transit passes, cemetery billing, domestic waste, encroachments, facility booking, snow dump.

Collections deals with all of the collection on the accounts in billing services. There is a high volume of phone calls for payments, transfers to property tax for past due utility bills, collection for ambulance billings, bankruptcies, organizes and directs the shutdown of services due to nonpayment.

	2020 Budget	2021 Proposed Budget	Change	2022 Plan	2023 Plan
Penalties and Costs on Taxes	120,000	200,000	80,000	200,000	200,000
Other Revenue	2,400	2,400	-	2,400	2,400
Revenues:	122,400	202,400	80,000	202,400	202,400
Salaries Wages and Benefits	503,827	489,527	(14,300)	494,422	499,367
Contracted and General Services	26,540	30,240	3,700	30,542	30,848
Materials Goods Supplies and Utilities	5,000	7,500	2,500	7,575	7,651
Provision for Allowances	150,000	270,000	120,000	270,000	270,000
Bank Charges and Short-Term Interest	24,000	92,400	68,400	93,324	94,257
Other Expenditures	12,000	12,000	-	12,120	12,241
Expenses:	721,367	901,667	180,300	907,984	914,364
NET	(598,967)	(699,267)	(100,300)	(705,584)	(711,964)

REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Accounting Services

RECEIVABLES / COLLECTIONS

85130

	2020 Budget	2021 Proposed Budget	Change
General Penalty	120,000	200,000	80,000
Penalties and Costs on Taxes	120,000	200,000	80,000
NSF Cheque Charges	2,400	2,400	-
Other Revenue	2,400	2,400	-
Other Revenue	2,400	2,400	-
Revenues:	122,400	202,400	80,000
Exempt Salary - Regular	31,607	32,474	867
CUPE Reg. Wages	393,700	379,362	(14,338)
Benefit Allocation	19,544	18,837	(707)
EI Expense	5,340	5,095	(244)
CPP Expense	11,860	13,528	1,668
LAPP Expense	40,949	39,468	(1,482)
RRSP Expense	826	763	(63)
Salaries Wages and Benefits	503,827	489,527	(14,300)
Membership & Registr. Fee	1,100	1,200	100
Postage	25,200	28,800	3,600
Mobile Phones	240	240	-
Contracted and General Services	26,540	30,240	3,700
Stationary & Office Supplies	5,000	7,500	2,500
Materials Goods Supplies and Utilities	5,000	7,500	2,500
Bad Debts Collected	10,000	12,000	2,000
General Trade Bad Debt	140,000	258,000	118,000
Provision for Allowances	150,000	270,000	120,000
Interac-Bank Charges	24,000	92,400	68,400
Bank Charges and Short-Term Interest	24,000	92,400	68,400
Collection Costs	12,000	12,000	-
Other Expenditures	12,000	12,000	-
Expenses:	721,367	901,667	180,300
NET	(598,967)	(699,267)	(100,300)



REGIONAL MUNICIPALITY OF WOOD BUFFALO 2021 PROPOSED BUDGET

Financial Services
Accounting Services

RECEIVABLES / COLLECTIONS

85130

Cost Element	Cost Center	Line	Audittrail	2021 Budget Requests - Description	2020 Budget	2021 Proposed Budget	Change
459010 - General Penalty	85130 - RECEIVABLES / COLLECTIONS	LI_01	SAP - SAP Data		120,000		
459010 - General Penalty	85130 - RECEIVABLES / COLLECTIONS	LI_01	INPUT - Input Data	Interest - Monthly average for General Trade.		200,000	
					-	120,000	200,000
459020 - NSF Cheque Charges	85130 - RECEIVABLES / COLLECTIONS	LI_01	SAP - SAP Data		2,400		
459020 - NSF Cheque Charges	85130 - RECEIVABLES / COLLECTIONS	LI_01	INPUT - Input Data	Average NSF Cheque charges.		2,400	
					-	2,400	2,400
459500 - Bad Debts Collected	85130 - RECEIVABLES / COLLECTIONS	LI_01	SAP - SAP Data		10,000		
459500 - Bad Debts Collected	85130 - RECEIVABLES / COLLECTIONS	LI_01	INPUT - Input Data	Bad debt collected.		12,000	
					-	10,000	12,000
511100 - Exempt Salary - Regular	85130 - RECEIVABLES / COLLECTIONS	LI_01	SAP - SAP Data		31,607		
511100 - Exempt Salary - Regular	85130 - RECEIVABLES / COLLECTIONS	LI_01	HEADCOUNT - Headcount			32,474	
					-	31,607	32,474
512500 - CUPE Reg. Wages	85130 - RECEIVABLES / COLLECTIONS	LI_01	SAP - SAP Data		393,700		
512500 - CUPE Reg. Wages	85130 - RECEIVABLES / COLLECTIONS	LI_01	HEADCOUNT - Headcount			379,362	
					-	393,700	379,362
513000 - Benefit Allocation	85130 - RECEIVABLES / COLLECTIONS	LI_01	SAP - SAP Data		19,544		
513000 - Benefit Allocation	85130 - RECEIVABLES / COLLECTIONS	LI_01	HEADCOUNT - Headcount			18,837	
					-	19,544	18,837
513010 - EI Expense	85130 - RECEIVABLES / COLLECTIONS	LI_01	SAP - SAP Data		5,340		
513010 - EI Expense	85130 - RECEIVABLES / COLLECTIONS	LI_01	HEADCOUNT - Headcount			5,095	
					-	5,340	5,095
513020 - CPP Expense	85130 - RECEIVABLES / COLLECTIONS	LI_01	SAP - SAP Data		11,860		
513020 - CPP Expense	85130 - RECEIVABLES / COLLECTIONS	LI_01	HEADCOUNT - Headcount			13,528	
					-	11,860	13,528
513030 - LAPP Expense	85130 - RECEIVABLES / COLLECTIONS	LI_01	SAP - SAP Data		40,949		
513030 - LAPP Expense	85130 - RECEIVABLES / COLLECTIONS	LI_01	HEADCOUNT - Headcount			39,468	
					-	40,949	39,468
513040 - RRSP Expense	85130 - RECEIVABLES / COLLECTIONS	LI_01	SAP - SAP Data		826		
513040 - RRSP Expense	85130 - RECEIVABLES / COLLECTIONS	LI_01	HEADCOUNT - Headcount			763	
					-	826	763
521400 - Membership & Registr. Fee	85130 - RECEIVABLES / COLLECTIONS	LI_01	SAP - SAP Data		1,100		
521400 - Membership & Registr. Fee	85130 - RECEIVABLES / COLLECTIONS	LI_01	INPUT - Input Data	Chartered Professional Accountants (CPA) membership-Supervisor		1,200	
					-	1,100	1,200
521600 - Postage	85130 - RECEIVABLES / COLLECTIONS	LI_01	SAP - SAP Data		25,200		
521600 - Postage	85130 - RECEIVABLES / COLLECTIONS	LI_01	INPUT - Input Data	Average monthly mail charges (\$1,800 for Accounts Receivable (AR) & \$600 for Collections.		28,800	
					-	25,200	28,800
521730 - Mobile Phones	85130 - RECEIVABLES / COLLECTIONS	LI_01	SAP - SAP Data		240		
521730 - Mobile Phones	85130 - RECEIVABLES / COLLECTIONS	LI_01	INPUT - Input Data	Supervisor cell phone: \$20/per month		240	
					-	240	240
551100 - Stationary & Office Supplies	85130 - RECEIVABLES / COLLECTIONS	LI_01	SAP - SAP Data		5,000		
551100 - Stationary & Office Supplies	85130 - RECEIVABLES / COLLECTIONS	LI_01	INPUT - Input Data	Various office supplies as required.		7,500	
					-	5,000	7,500
581410 - Interac-Bank Charges	85130 - RECEIVABLES / COLLECTIONS	LI_01	SAP - SAP Data		24,000		
581410 - Interac-Bank Charges	85130 - RECEIVABLES / COLLECTIONS	LI_01	INPUT - Input Data	Bank charges-Monthly average		92,400	
					-	24,000	92,400
591120 - Collection Costs	85130 - RECEIVABLES / COLLECTIONS	LI_01	SAP - SAP Data		12,000		
591120 - Collection Costs	85130 - RECEIVABLES / COLLECTIONS	LI_01	INPUT - Input Data	EOS Canada Inc Fees (Debt collection)		12,000	
					-	12,000	12,000
592820 - General Trade Bad Debt	85130 - RECEIVABLES / COLLECTIONS	LI_01	SAP - SAP Data		140,000		
592820 - General Trade Bad Debt	85130 - RECEIVABLES / COLLECTIONS	LI_01	INPUT - Input Data	Approximately over 90 days at risk.		258,000	
					-	140,000	258,000



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Accounting Services

CUSTOMER BILL & COLL - WATER

85131

Description of Service

The Customer Billing and Collections (Sewer) branch invoices for residential water, sewer and garbage services and commercial water and sewer. The water and sewer services are via pipes in the ground and in rural areas by trucks. Ensure billing to current owner/renter, meter and RF changes on the accounts, monitor accounts for accurate/correct meter read, customer service phone calls and emails, there are approximately 600-800 incoming and 300-500 outgoing phone calls each month.

	2020 Budget	2021 Proposed Budget	Change	2022 Plan	2023 Plan
Sales and User Charges	35,000	30,000	(5,000)	30,000	30,000
Penalties and Costs on Taxes	54,000	108,000	54,000	108,000	108,000
Revenues:	89,000	138,000	49,000	138,000	138,000
Salaries Wages and Benefits	207,226	209,791	2,565	211,889	214,008
Contracted and General Services	69,000	69,000	-	69,690	70,387
Materials Goods Supplies and Utilities	24,000	24,000	-	24,240	24,482
Provision for Allowances	13,000	13,000	-	13,000	13,000
Bank Charges and Short-Term Interest	3,000	3,060	60	3,091	3,122
Other Expenditures	600	720	120	727	734
Expenses:	316,826	319,571	2,745	322,637	325,733
NET	(227,826)	(181,571)	46,255	(184,637)	(187,733)



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Accounting Services

CUSTOMER BILL & COLL - WATER

85131

	2020 Budget	2021 Proposed Budget	Change
Administration Fees	35,000	30,000	(5,000)
Sales and User Charges	35,000	30,000	(5,000)
Water Utility Penalty	54,000	108,000	54,000
Penalties and Costs on Taxes	54,000	108,000	54,000
Revenues:	89,000	138,000	49,000
Exempt Salary - Regular	31,607	32,474	867
CUPE Reg. Wages	142,725	143,791	1,066
Benefit Allocation	8,006	8,107	102
EI Expense	2,225	2,098	(127)
CPP Expense	5,062	5,570	508
LAPP Expense	16,774	16,987	213
RRSP Expense	826	763	(63)
Salaries Wages and Benefits	207,226	209,791	2,565
Postage	69,000	69,000	-
Contracted and General Services	69,000	69,000	-
Stationary & Office Supplies	24,000	24,000	-
Materials Goods Supplies and Utilities	24,000	24,000	-
Bad Debts Collected	1,000	1,000	-
Bad Debt-Water	12,000	12,000	-
Provision for Allowances	13,000	13,000	-
Bank Charges	3,000	3,060	60
Bank Charges and Short-Term Interest	3,000	3,060	60
Collection Costs	400	720	320
Water/Sewer Cancellations	200	-	(200)
Other Expenditures	600	720	120
Expenses:	316,826	319,571	2,745
NET	(227,826)	(181,571)	46,255



REGIONAL MUNICIPALITY OF WOOD BUFFALO 2021 PROPOSED BUDGET

Financial Services

Accounting Services

CUSTOMER BILL & COLL - WATER

85131

Cost Element	Cost Center	Line	Audit trail	2021 Budget Requests - Description	2020 Budget	2021 Proposed Budget	Change
444170 - Administration Fees	85131 - CUSTOMER BILL & COLL - WATER	LI_01	SAP - SAP Data		35,000		
444170 - Administration Fees	85131 - CUSTOMER BILL & COLL - WATER	LI_01	INPUT - Input Data	Average monthly activation costs (adjustments for renters)		30,000	
				-	35,000	30,000	(5,000)
459030 - Water Utility Penalty	85131 - CUSTOMER BILL & COLL - WATER	LI_01	SAP - SAP Data		54,000		
459030 - Water Utility Penalty	85131 - CUSTOMER BILL & COLL - WATER	LI_01	INPUT - Input Data	Based on review.		108,000	
				-	54,000	108,000	54,000
459500 - Bad Debts Collected	85131 - CUSTOMER BILL & COLL - WATER	LI_01	SAP - SAP Data		1,000		
459500 - Bad Debts Collected	85131 - CUSTOMER BILL & COLL - WATER	LI_01	INPUT - Input Data	Bad debt collected.		1,000	
				-	1,000	1,000	-
511100 - Exempt Salary - Regular	85131 - CUSTOMER BILL & COLL - WATER	LI_01	SAP - SAP Data		31,607		
511100 - Exempt Salary - Regular	85131 - CUSTOMER BILL & COLL - WATER	LI_01	HEADCOUNT - Headcount			32,474	
				-	31,607	32,474	867
512500 - CUPE Reg. Wages	85131 - CUSTOMER BILL & COLL - WATER	LI_01	SAP - SAP Data		142,725		
512500 - CUPE Reg. Wages	85131 - CUSTOMER BILL & COLL - WATER	LI_01	HEADCOUNT - Headcount			143,791	
				-	142,725	143,791	1,066
513000 - Benefit Allocation	85131 - CUSTOMER BILL & COLL - WATER	LI_01	SAP - SAP Data		8,006		
513000 - Benefit Allocation	85131 - CUSTOMER BILL & COLL - WATER	LI_01	HEADCOUNT - Headcount			8,107	
				-	8,006	8,107	102
513010 - EI Expense	85131 - CUSTOMER BILL & COLL - WATER	LI_01	SAP - SAP Data		2,225		
513010 - EI Expense	85131 - CUSTOMER BILL & COLL - WATER	LI_01	HEADCOUNT - Headcount			2,098	
				-	2,225	2,098	(127)
513020 - CPP Expense	85131 - CUSTOMER BILL & COLL - WATER	LI_01	SAP - SAP Data		5,062		
513020 - CPP Expense	85131 - CUSTOMER BILL & COLL - WATER	LI_01	HEADCOUNT - Headcount			5,570	
				-	5,062	5,570	508
513030 - LAPP Expense	85131 - CUSTOMER BILL & COLL - WATER	LI_01	SAP - SAP Data		16,774		
513030 - LAPP Expense	85131 - CUSTOMER BILL & COLL - WATER	LI_01	HEADCOUNT - Headcount			16,987	
				-	16,774	16,987	213
513040 - RRSP Expense	85131 - CUSTOMER BILL & COLL - WATER	LI_01	SAP - SAP Data		826		
513040 - RRSP Expense	85131 - CUSTOMER BILL & COLL - WATER	LI_01	HEADCOUNT - Headcount			763	
				-	826	763	(63)
521600 - Postage	85131 - CUSTOMER BILL & COLL - WATER	LI_01	SAP - SAP Data		69,000		
521600 - Postage	85131 - CUSTOMER BILL & COLL - WATER	LI_01	INPUT - Input Data	Average monthly mail charges.		69,000	
				-	69,000	69,000	-
551100 - Stationary & Office Supplies	85131 - CUSTOMER BILL & COLL - WATER	LI_01	SAP - SAP Data		24,000		
551100 - Stationary & Office Supplies	85131 - CUSTOMER BILL & COLL - WATER	LI_01	INPUT - Input Data	Office supplies-pressure seal paper, etc.		24,000	
				-	24,000	24,000	-
576300 - Bad Debt-Water	85131 - CUSTOMER BILL & COLL - WATER	LI_01	SAP - SAP Data		12,000		
576300 - Bad Debt-Water	85131 - CUSTOMER BILL & COLL - WATER	LI_01	INPUT - Input Data	Based on adjusted valuation.		12,000	
				-	12,000	12,000	-
581400 - Bank Charges	85131 - CUSTOMER BILL & COLL - WATER	LI_01	SAP - SAP Data		3,000		
581400 - Bank Charges	85131 - CUSTOMER BILL & COLL - WATER	LI_01	INPUT - Input Data	Monthly average pre-authorized Debit & MICR fees.		3,060	
				-	3,000	3,060	60
591120 - Collection Costs	85131 - CUSTOMER BILL & COLL - WATER	LI_01	SAP - SAP Data		400		
591120 - Collection Costs	85131 - CUSTOMER BILL & COLL - WATER	LI_01	INPUT - Input Data	Based on monthly average charges - EOS Canada Inc (Collection costs)		720	
				-	400	720	320
591150 - Water/Sewer Cancellations	85131 - CUSTOMER BILL & COLL - WATER	LI_01	SAP - SAP Data		200		
				-	200	-	(200)



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Accounting Services

CUSTOMER BILL & COLL - SEWAGE

85132

Description of Service

The Customer Billing and Collections (Sewer) branch invoices for residential water, sewer and garbage services and commercial water and sewer. The water and sewer services are via pipes in the ground and in rural areas by trucks. Ensure billing to current owner/renter, meter and RF changes on the accounts, monitor accounts for accurate/correct meter read, customer service phone calls and emails, there are approximately 600-800 incoming and 300-500 outgoing phone calls each month.

	2020 Budget	2021 Proposed Budget	Change	2022 Plan	2023 Plan
Sales and User Charges	14,400	14,400	-	14,400	14,400
Penalties and Costs on Taxes	21,000	44,400	23,400	44,400	44,400
Revenues:	35,400	58,800	23,400	58,800	58,800
Salaries Wages and Benefits	207,226	209,791	2,565	211,889	214,008
Contracted and General Services	30,000	30,000	-	30,300	30,603
Provision for Allowances	13,000	13,000	-	13,000	13,000
Other Expenditures	300	720	420	727	734
Expenses:	250,526	253,511	2,985	255,916	258,345
NET	(215,126)	(194,711)	20,415	(197,116)	(199,545)



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Accounting Services

CUSTOMER BILL & COLL - SEWAGE

85132

	2020 Budget	2021 Proposed Budget	Change
Administration Fees	14,400	14,400	-
Sales and User Charges	14,400	14,400	-
Sewer Utility Penalty	21,000	44,400	23,400
Penalties and Costs on Taxes	21,000	44,400	23,400
Revenues:	35,400	58,800	23,400
Exempt Salary - Regular	31,607	32,474	867
CUPE Reg. Wages	142,725	143,791	1,066
Benefit Allocation	8,006	8,107	102
EI Expense	2,225	2,098	(127)
CPP Expense	5,062	5,570	508
LAPP Expense	16,774	16,987	213
RRSP Expense	826	763	(63)
Salaries Wages and Benefits	207,226	209,791	2,565
Postage	30,000	30,000	-
Contracted and General Services	30,000	30,000	-
Bad Debts Collected	1,000	1,000	-
Bad Debt-Sewer	12,000	12,000	-
Provision for Allowances	13,000	13,000	-
Collection Costs	200	720	520
Water/Sewer Cancellations	100	-	(100)
Other Expenditures	300	720	420
Expenses:	250,526	253,511	2,985
NET	(215,126)	(194,711)	20,415



REGIONAL MUNICIPALITY OF WOOD BUFFALO 2021 PROPOSED BUDGET

Financial Services
Accounting Services

CUSTOMER BILL & COLL - SEWAGE

85132

Cost Element	Cost Center	Line	Audittrail	2021 Budget Requests - Description	2020 Budget	2021 Proposed Budget	Change
444170 - Administration Fees	85132 - CUSTOMER BILL & COLL - SEWAGE	LI_01	SAP - SAP Data		14,400		
444170 - Administration Fees	85132 - CUSTOMER BILL & COLL - SEWAGE	LI_01	INPUT - Input Data	Average monthly activations.		14,400	
					-	14,400	14,400
459040 - Sewer Utility Penalty	85132 - CUSTOMER BILL & COLL - SEWAGE	LI_01	SAP - SAP Data		21,000		
459040 - Sewer Utility Penalty	85132 - CUSTOMER BILL & COLL - SEWAGE	LI_01	INPUT - Input Data	Based on review.		44,400	
					-	21,000	44,400
459500 - Bad Debts Collected	85132 - CUSTOMER BILL & COLL - SEWAGE	LI_01	SAP - SAP Data		1,000		
459500 - Bad Debts Collected	85132 - CUSTOMER BILL & COLL - SEWAGE	LI_01	INPUT - Input Data	Bad debt collected.		1,000	
					-	1,000	1,000
511100 - Exempt Salary - Regular	85132 - CUSTOMER BILL & COLL - SEWAGE	LI_01	SAP - SAP Data		31,607		
511100 - Exempt Salary - Regular	85132 - CUSTOMER BILL & COLL - SEWAGE	LI_01	HEADCOUNT - Headcount			32,474	
					-	31,607	32,474
512500 - CUPE Reg. Wages	85132 - CUSTOMER BILL & COLL - SEWAGE	LI_01	SAP - SAP Data		142,725		
512500 - CUPE Reg. Wages	85132 - CUSTOMER BILL & COLL - SEWAGE	LI_01	HEADCOUNT - Headcount			143,791	
					-	142,725	143,791
513000 - Benefit Allocation	85132 - CUSTOMER BILL & COLL - SEWAGE	LI_01	SAP - SAP Data		8,006		
513000 - Benefit Allocation	85132 - CUSTOMER BILL & COLL - SEWAGE	LI_01	HEADCOUNT - Headcount			8,107	
					-	8,006	8,107
513010 - EI Expense	85132 - CUSTOMER BILL & COLL - SEWAGE	LI_01	SAP - SAP Data		2,225		
513010 - EI Expense	85132 - CUSTOMER BILL & COLL - SEWAGE	LI_01	HEADCOUNT - Headcount			2,098	
					-	2,225	2,098
513020 - CPP Expense	85132 - CUSTOMER BILL & COLL - SEWAGE	LI_01	SAP - SAP Data		5,062		
513020 - CPP Expense	85132 - CUSTOMER BILL & COLL - SEWAGE	LI_01	HEADCOUNT - Headcount			5,570	
					-	5,062	5,570
513030 - LAPP Expense	85132 - CUSTOMER BILL & COLL - SEWAGE	LI_01	SAP - SAP Data		16,774		
513030 - LAPP Expense	85132 - CUSTOMER BILL & COLL - SEWAGE	LI_01	HEADCOUNT - Headcount			16,987	
					-	16,774	16,987
513040 - RRSP Expense	85132 - CUSTOMER BILL & COLL - SEWAGE	LI_01	SAP - SAP Data		826		
513040 - RRSP Expense	85132 - CUSTOMER BILL & COLL - SEWAGE	LI_01	HEADCOUNT - Headcount			763	
					-	826	763
521600 - Postage	85132 - CUSTOMER BILL & COLL - SEWAGE	LI_01	SAP - SAP Data		30,000		
521600 - Postage	85132 - CUSTOMER BILL & COLL - SEWAGE	LI_01	INPUT - Input Data	Average monthly mail charges.		30,000	
					-	30,000	30,000
576310 - Bad Debt-Sewer	85132 - CUSTOMER BILL & COLL - SEWAGE	LI_01	SAP - SAP Data		12,000		
576310 - Bad Debt-Sewer	85132 - CUSTOMER BILL & COLL - SEWAGE	LI_01	INPUT - Input Data	Based on adjusted valuation.		12,000	
					-	12,000	12,000
591120 - Collection Costs	85132 - CUSTOMER BILL & COLL - SEWAGE	LI_01	SAP - SAP Data		200		
591120 - Collection Costs	85132 - CUSTOMER BILL & COLL - SEWAGE	LI_01	INPUT - Input Data	Based on monthly average cost.		720	
					-	200	720
591150 - Water/Sewer Cancellations	85132 - CUSTOMER BILL & COLL - SEWAGE	LI_01	SAP - SAP Data		100		
					-	100	-
					-	100	(100)



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Accounting Services

CUSTOMER SERVICES

85140

Description of Service

The Customer Services branch provides citizen services to the public, including: accepting payments, and providing information and direction to citizen enquiries; and assisting and accepting applications related to various municipal functions. There are currently two sets of Cashiers, located in both Jubilee Center, as well as Timberlea Landing to assist customers in both locations, and areas of the Municipality.

	2020 Budget	2021 Proposed Budget	Change	2022 Plan	2023 Plan
Revenues:	-	-	-	-	-
Salaries Wages and Benefits	700,470	545,153	(155,317)	550,604	556,110
Contracted and General Services	28,000	29,200	1,200	29,492	29,787
Materials Goods Supplies and Utilities	2,000	4,500	2,500	4,545	4,590
Bank Charges and Short-Term Interest	64,100	64,100	-	64,741	65,388
Expenses:	794,570	642,953	(151,617)	649,382	655,876
NET	(794,570)	(642,953)	151,617	(649,382)	(655,876)



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Accounting Services

CUSTOMER SERVICES

85140

	2020 Budget	2021 Proposed Budget	Change
Revenues:	-	-	-
Exempt Salary - Regular	31,607	32,474	867
CUPE Reg. Wages	555,753	419,686	(136,067)
CUPE OT Wages	4,000	4,000	-
Benefit Allocation	26,741	20,626	(6,115)
EI Expense	7,801	6,990	(811)
CPP Expense	17,711	17,396	(316)
LAPP Expense	56,030	43,217	(12,813)
RRSP Expense	826	763	(63)
Salaries Wages and Benefits	700,470	545,153	(155,317)
Printing And Binding	4,000	4,000	-
Security	24,000	25,200	1,200
Contracted and General Services	28,000	29,200	1,200
Stationary & Office Supplies	2,000	4,500	2,500
Materials Goods Supplies and Utilities	2,000	4,500	2,500
Cash Over/Underage	500	500	-
Bank Charges	3,600	3,600	-
Interac-Bank Charges	60,000	60,000	-
Bank Charges and Short-Term Interest	64,100	64,100	-
Expenses:	794,570	642,953	(151,617)
NET	(794,570)	(642,953)	151,617



REGIONAL MUNICIPALITY OF WOOD BUFFALO 2021 PROPOSED BUDGET

Financial Services

Accounting Services

CUSTOMER SERVICES

85140

Cost Element	Cost Center	Line	Audit trail	2021 Budget Requests - Description	2020 Budget	2021 Proposed Budget	Change
511100 - Exempt Salary - Regular	85140 - CUSTOMER SERVICES	LI_01	SAP - SAP Data		31,607		
511100 - Exempt Salary - Regular	85140 - CUSTOMER SERVICES	LI_01	HEADCOUNT - Headcount			32,474	
				-	31,607	32,474	867
512500 - CUPE Reg. Wages	85140 - CUSTOMER SERVICES	LI_01	SAP - SAP Data		555,753		
512500 - CUPE Reg. Wages	85140 - CUSTOMER SERVICES	LI_01	HEADCOUNT - Headcount			419,686	
				-	555,753	419,686	(136,067)
512600 - CUPE OT Wages	85140 - CUSTOMER SERVICES	LI_01	SAP - SAP Data		4,000		
512600 - CUPE OT Wages	85140 - CUSTOMER SERVICES	LI_01	INPUT - Input Data	Cashiers' meetings.		4,000	
				-	4,000	4,000	-
513000 - Benefit Allocation	85140 - CUSTOMER SERVICES	LI_01	SAP - SAP Data		26,741		
513000 - Benefit Allocation	85140 - CUSTOMER SERVICES	LI_01	HEADCOUNT - Headcount			20,626	
				-	26,741	20,626	(6,115)
513010 - EI Expense	85140 - CUSTOMER SERVICES	LI_01	SAP - SAP Data		7,801		
513010 - EI Expense	85140 - CUSTOMER SERVICES	LI_01	HEADCOUNT - Headcount			6,990	
				-	7,801	6,990	(811)
513020 - CPP Expense	85140 - CUSTOMER SERVICES	LI_01	SAP - SAP Data		17,711		
513020 - CPP Expense	85140 - CUSTOMER SERVICES	LI_01	HEADCOUNT - Headcount			17,396	
				-	17,711	17,396	(316)
513030 - LAPP Expense	85140 - CUSTOMER SERVICES	LI_01	SAP - SAP Data		56,030		
513030 - LAPP Expense	85140 - CUSTOMER SERVICES	LI_01	HEADCOUNT - Headcount			43,217	
				-	56,030	43,217	(12,813)
513040 - RRSP Expense	85140 - CUSTOMER SERVICES	LI_01	SAP - SAP Data		826		
513040 - RRSP Expense	85140 - CUSTOMER SERVICES	LI_01	HEADCOUNT - Headcount			763	
				-	826	763	(63)
522200 - Printing And Binding	85140 - CUSTOMER SERVICES	LI_01	SAP - SAP Data		4,000		
522200 - Printing And Binding	85140 - CUSTOMER SERVICES	LI_01	INPUT - Input Data	Printing cash receipts		4,000	
				-	4,000	4,000	-
524400 - Security	85140 - CUSTOMER SERVICES	LI_01	SAP - SAP Data		24,000		
524400 - Security	85140 - CUSTOMER SERVICES	LI_01	INPUT - Input Data	Bank deposits		25,200	
				-	24,000	25,200	1,200
551100 - Stationary & Office Supplies	85140 - CUSTOMER SERVICES	LI_01	SAP - SAP Data		2,000		
551100 - Stationary & Office Supplies	85140 - CUSTOMER SERVICES	LI_01	INPUT - Input Data	Office supplies, desktop scanners		4,500	
				-	2,000	4,500	2,500
580000 - Cash Over/Underage	85140 - CUSTOMER SERVICES	LI_01	SAP - SAP Data		500		
580000 - Cash Over/Underage	85140 - CUSTOMER SERVICES	LI_01	INPUT - Input Data	Miscellaneous cash shortages through 2021.		500	
				-	500	500	-
581400 - Bank Charges	85140 - CUSTOMER SERVICES	LI_01	SAP - SAP Data		3,600		
581400 - Bank Charges	85140 - CUSTOMER SERVICES	LI_01	INPUT - Input Data	Banking fees.		3,600	
				-	3,600	3,600	-
581410 - Interac-Bank Charges	85140 - CUSTOMER SERVICES	LI_01	SAP - SAP Data		60,000		
581410 - Interac-Bank Charges	85140 - CUSTOMER SERVICES	LI_01	INPUT - Input Data	Monthly interact processing fees.		60,000	
				-	60,000	60,000	-



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Accounting Services

ACCOUNTS PAYABLE

85300

Description of Service

Ensure accounts payable liabilities are analyzed for accuracy and promptly processed to ensure that payment of general commitments are made to the agreed terms; process supplier invoices and expense claim; ensure accuracy of purchase orders; allocation of expenses to the proper sub ledger accounts; reconcile vendor statements and clear all expense payments; analyze and manage municipal procurement card program; analyze and manage municipal fuel card program.

	2020 Budget	2021 Proposed Budget	Change	2022 Plan	2023 Plan
Revenues:	-	-	-	-	-
Salaries Wages and Benefits	1,139,748	1,111,774	(27,973)	1,122,892	1,134,121
Contracted and General Services	3,740	2,920	(820)	2,949	2,979
Purchases from Other Governments	1,200	-	(1,200)	-	-
Materials Goods Supplies and Utilities	7,300	4,400	(2,900)	4,444	4,488
Bank Charges and Short-Term Interest	1,200	1,200	-	1,212	1,224
Expenses:	1,153,188	1,120,294	(32,893)	1,131,497	1,142,812
NET	(1,153,188)	(1,120,294)	32,893	(1,131,497)	(1,142,812)



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Accounting Services

ACCOUNTS PAYABLE

85300

	2020 Budget	2021 Proposed Budget	Change
Revenues:	-	-	-
Exempt Salary - Regular	159,063	126,723	(32,340)
CUPE Reg. Wages	800,378	807,143	6,765
CUPE OT Wages	1,000	2,000	1,000
Benefit Allocation	44,474	43,131	(1,343)
EI Expense	11,013	10,790	(223)
CPP Expense	26,385	28,647	2,262
LAPP Expense	93,183	90,370	(2,813)
RRSP Expense	4,251	2,970	(1,281)
Salaries Wages and Benefits	1,139,748	1,111,774	(27,973)
Freight Charges	1,000	240	(760)
Postage	2,000	1,000	(1,000)
Mobile Phones	240	240	-
Printing And Binding	500	240	(260)
Other Fees	-	1,200	1,200
Contracted and General Services	3,740	2,920	(820)
Title Searches	1,200	-	(1,200)
Purchases from Other Governments	1,200	-	(1,200)
Stationary & Office Supplies	2,000	2,000	-
Consumables	500	1,200	700
Equipment & Furnishing	4,800	1,200	(3,600)
Materials Goods Supplies and Utilities	7,300	4,400	(2,900)
Bank Charges	1,200	1,200	-
Bank Charges and Short-Term Interest	1,200	1,200	-
Expenses:	1,153,188	1,120,294	(32,893)
NET	(1,153,188)	(1,120,294)	32,893



REGIONAL MUNICIPALITY OF WOOD BUFFALO 2021 PROPOSED BUDGET

Financial Services

Accounting Services

ACCOUNTS PAYABLE

85300

Cost Element	Cost Center	Line	Audittrail	2021 Budget Requests - Description	2020 Budget	2021 Proposed Budget	Change
511100 - Exempt Salary - Regular	85300 - ACCOUNTS PAYABLE	LI_01	SAP - SAP Data		159,063		
511100 - Exempt Salary - Regular	85300 - ACCOUNTS PAYABLE	LI_01	HEADCOUNT - Headcount			126,723	
				-	159,063	126,723	(32,340)
512500 - CUPE Reg. Wages	85300 - ACCOUNTS PAYABLE	LI_01	SAP - SAP Data		800,378		
512500 - CUPE Reg. Wages	85300 - ACCOUNTS PAYABLE	LI_01	HEADCOUNT - Headcount			807,143	
				-	800,378	807,143	6,765
512600 - CUPE OT Wages	85300 - ACCOUNTS PAYABLE	LI_01	SAP - SAP Data		1,000		
512600 - CUPE OT Wages	85300 - ACCOUNTS PAYABLE	LI_01	INPUT - Input Data	Required for year-end processing of AP invoices to meet deadlines.		2,000	
				-	1,000	2,000	1,000
513000 - Benefit Allocation	85300 - ACCOUNTS PAYABLE	LI_01	SAP - SAP Data		44,474		
513000 - Benefit Allocation	85300 - ACCOUNTS PAYABLE	LI_01	HEADCOUNT - Headcount			43,131	
				-	44,474	43,131	(1,343)
513010 - EI Expense	85300 - ACCOUNTS PAYABLE	LI_01	SAP - SAP Data		11,013		
513010 - EI Expense	85300 - ACCOUNTS PAYABLE	LI_01	HEADCOUNT - Headcount			10,790	
				-	11,013	10,790	(223)
513020 - CPP Expense	85300 - ACCOUNTS PAYABLE	LI_01	SAP - SAP Data		26,385		
513020 - CPP Expense	85300 - ACCOUNTS PAYABLE	LI_01	HEADCOUNT - Headcount			28,647	
				-	26,385	28,647	2,262
513030 - LAPP Expense	85300 - ACCOUNTS PAYABLE	LI_01	SAP - SAP Data		93,183		
513030 - LAPP Expense	85300 - ACCOUNTS PAYABLE	LI_01	HEADCOUNT - Headcount			90,370	
				-	93,183	90,370	(2,813)
513040 - RRSP Expense	85300 - ACCOUNTS PAYABLE	LI_01	SAP - SAP Data		4,251		
513040 - RRSP Expense	85300 - ACCOUNTS PAYABLE	LI_01	HEADCOUNT - Headcount			2,970	
				-	4,251	2,970	(1,281)
521500 - Freight Charges	85300 - ACCOUNTS PAYABLE	LI_01	SAP - SAP Data		1,000		
521500 - Freight Charges	85300 - ACCOUNTS PAYABLE	LI_01	INPUT - Input Data	Courier charges for legal documents, time-sensitive cheques, delivery of cheques.		240	
				-	1,000	240	(760)
521600 - Postage	85300 - ACCOUNTS PAYABLE	LI_01	SAP - SAP Data		2,000		
521600 - Postage	85300 - ACCOUNTS PAYABLE	LI_01	INPUT - Input Data	Cheques mailed out weekly/bi-weekly by AP.		1,000	
				-	2,000	1,000	(1,000)
521730 - Mobile Phones	85300 - ACCOUNTS PAYABLE	LI_01	SAP - SAP Data		240		
521730 - Mobile Phones	85300 - ACCOUNTS PAYABLE	LI_01	INPUT - Input Data	Supervisor cellphone@ \$20/month.		240	
				-	240	240	-
522200 - Printing And Binding	85300 - ACCOUNTS PAYABLE	LI_01	SAP - SAP Data		500		
522200 - Printing And Binding	85300 - ACCOUNTS PAYABLE	LI_01	INPUT - Input Data	Cheque printing-US cheques & sufficient stock of Canadian.		240	
				-	500	240	(260)
523400 - Other Fees	85300 - ACCOUNTS PAYABLE	LI_01	INPUT - Input Data	Alberta Land Titles, Title searches, etc.		1,200	
				-	-	1,200	1,200
534510 - Title Searches	85300 - ACCOUNTS PAYABLE	LI_01	SAP - SAP Data		1,200		
				-	1,200	-	(1,200)
551100 - Stationary & Office Supplies	85300 - ACCOUNTS PAYABLE	LI_01	SAP - SAP Data		2,000		
551100 - Stationary & Office Supplies	85300 - ACCOUNTS PAYABLE	LI_01	INPUT - Input Data	Miscellaneous supplies.		2,000	
				-	2,000	2,000	-
552400 - Consumables	85300 - ACCOUNTS PAYABLE	LI_01	SAP - SAP Data		500		
552400 - Consumables	85300 - ACCOUNTS PAYABLE	LI_01	INPUT - Input Data	Kleenex, Lysol wipes, Hand Sanitizers, Masks, etc.		1,200	
				-	500	1,200	700
563000 - Equipment & Furnishing	85300 - ACCOUNTS PAYABLE	LI_01	SAP - SAP Data		4,800		
563000 - Equipment & Furnishing	85300 - ACCOUNTS PAYABLE	LI_01	INPUT - Input Data	1 Scanner replacement as needed.		1,200	
				-	4,800	1,200	(3,600)
581400 - Bank Charges	85300 - ACCOUNTS PAYABLE	LI_01	SAP - SAP Data		1,200		
581400 - Bank Charges	85300 - ACCOUNTS PAYABLE	LI_01	INPUT - Input Data	RBC, EFT program charges.		1,200	
				-	1,200	1,200	-



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Accounting Services

STORES

85302

Description of Service

Stores Inventory Management is responsible for various duties to meet municipal needs. Including but not limited to organizing, tracking, coordinating and controlling the movements of materials, supplies and other equipment for use by municipal branches and departments. Maintaining municipal inventory and supplies, sourcing out and generating new materials, transporting supplies to work areas. Receiving, issuing, picking and delivery of all materials associated with inventory and non-stock inventory to all municipal departments which also include staging of orders and supplies to ship to Fort Chipewyan in the most cost effective manner. Computer data entry and maintenance of all weigh bills, requisitions, invoices and purchase orders. Stores Inventory Management's goal is to offer excellent customer service to all municipal departments from two locations at Central Stores and the Water Treatment Plant. Stores is also responsible for year end inventory counting and reconciling of accounts for Fleet, Transit, Water Treatment Plant and Central Stores.

	2020 Budget	2021 Proposed Budget	Change	2022 Plan	2023 Plan
Revenues:	-	-	-	-	-
Salaries Wages and Benefits	858,075	1,117,237	259,163	1,128,410	1,139,694
Contracted and General Services	6,000	6,000	-	6,060	6,121
Materials Goods Supplies and Utilities	9,300	82,450	73,150	83,275	84,107
Expenses:	873,375	1,205,687	332,313	1,217,744	1,229,922
NET	(873,375)	(1,205,687)	(332,313)	(1,217,744)	(1,229,922)



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services
Accounting Services
STORES

85302

	2020 Budget	2021 Proposed Budget	Change
Revenues:	-	-	-
Exempt Salary - Regular	43,080	136,243	93,163
CUPE Reg. Wages	677,207	796,607	119,400
CUPE OT Wages	2,000	6,750	4,750
CUPE Shift Differential	4,000	4,000	-
Benefit Allocation	33,229	43,733	10,504
EI Expense	8,012	9,591	1,579
CPP Expense	20,038	25,464	5,426
LAPP Expense	69,622	91,631	22,009
RRSP Expense	887	3,218	2,330
Salaries Wages and Benefits	858,075	1,117,237	259,163
Freight Charges	4,000	4,000	-
Mobile Phones	2,000	2,000	-
Contracted and General Services	6,000	6,000	-
Inventory Price Difference Adjustment	1,000	1,000	-
Inventory Loss/Gain Adjustment	1,000	15,000	14,000
Stationary & Office Supplies	1,000	1,000	-
Protective Apparel	1,200	1,350	150
Janitorial Supplies	200	200	-
First Aid Supplies	-	2,000	2,000
Fuels & Lubes	500	500	-
Equipment	500	-	(500)
Consumables	500	1,500	1,000
Consum - Small Tools	200	1,200	1,000
Chemicals And Salts	200	200	-
Oth Constr/Maint Supply	-	3,500	3,500
Equipment & Furnishing	-	5,000	5,000
Obsolete Inventory	2,000	50,000	48,000
Gain/Loss Inventory Variance	1,000	-	(1,000)



REGIONAL MUNICIPALITY
OF WOOD BUFFALO

REGIONAL MUNICIPALITY OF WOOD BUFFALO 2021 PROPOSED BUDGET

Financial Services
Accounting Services
STORES

85302

	2020 Budget	2021 Proposed Budget	Change
Materials Goods Supplies and Utilities	9,300	82,450	73,150
Expenses:	873,375	1,205,687	332,313
NET	(873,375)	(1,205,687)	(332,313)



REGIONAL MUNICIPALITY OF WOOD BUFFALO 2021 PROPOSED BUDGET

Financial Services
Accounting Services

STORES 85302

Cost Element	Cost Center	Line	Audit trail	2021 Budget Requests - Description	2020 Budget	2021 Proposed Budget	Change
511100 - Exempt Salary - Regular	85302 - STORES	LI_01	SAP - SAP Data		43,080		
511100 - Exempt Salary - Regular	85302 - STORES	LI_01	HEADCOUNT - Headcount			136,243	
				-	43,080	136,243	93,163
512500 - CUPE Reg. Wages	85302 - STORES	LI_01	SAP - SAP Data		677,207		
512500 - CUPE Reg. Wages	85302 - STORES	LI_01	HEADCOUNT - Headcount			796,607	
				-	677,207	796,607	119,400
512600 - CUPE OT Wages	85302 - STORES	LI_01	SAP - SAP Data		2,000		
512600 - CUPE OT Wages	85302 - STORES	LI_01	INPUT - Input Data	Year-end inventory and bi-annual cross shift		6,750	
				-	2,000	6,750	4,750
512620 - CUPE Shift Differential	85302 - STORES	LI_01	SAP - SAP Data		4,000		
512620 - CUPE Shift Differential	85302 - STORES	LI_01	INPUT - Input Data			4,000	
				-	4,000	4,000	-
513000 - Benefit Allocation	85302 - STORES	LI_01	SAP - SAP Data		33,229		
513000 - Benefit Allocation	85302 - STORES	LI_01	HEADCOUNT - Headcount			43,733	
				-	33,229	43,733	10,504
513010 - EI Expense	85302 - STORES	LI_01	SAP - SAP Data		8,012		
513010 - EI Expense	85302 - STORES	LI_01	HEADCOUNT - Headcount			9,591	
				-	8,012	9,591	1,579
513020 - CPP Expense	85302 - STORES	LI_01	SAP - SAP Data		20,038		
513020 - CPP Expense	85302 - STORES	LI_01	HEADCOUNT - Headcount			25,464	
				-	20,038	25,464	5,426
513030 - LAPP Expense	85302 - STORES	LI_01	SAP - SAP Data		69,622		
513030 - LAPP Expense	85302 - STORES	LI_01	HEADCOUNT - Headcount			91,631	
				-	69,622	91,631	22,009
513040 - RRSP Expense	85302 - STORES	LI_01	SAP - SAP Data		887		
513040 - RRSP Expense	85302 - STORES	LI_01	HEADCOUNT - Headcount			3,218	
				-	887	3,218	2,330
521500 - Freight Charges	85302 - STORES	LI_01	SAP - SAP Data		4,000		
521500 - Freight Charges	85302 - STORES	LI_01	INPUT - Input Data	Freight charges for inventory that are not pre-paid.		4,000	
				-	4,000	4,000	-
521730 - Mobile Phones	85302 - STORES	LI_01	SAP - SAP Data		2,000		
521730 - Mobile Phones	85302 - STORES	LI_01	INPUT - Input Data	Cell phones for 8 Staff @ \$20/each		2,000	
				-	2,000	2,000	-
550080 - Inventory Price Difference Adjustment	85302 - STORES	LI_01	SAP - SAP Data		1,000		
550080 - Inventory Price Difference Adjustment	85302 - STORES	LI_01	INPUT - Input Data	Difference between purchase price and actual price.		1,000	
				-	1,000	1,000	-
550090 - Inventory Loss/Gain Adjustment	85302 - STORES	LI_01	SAP - SAP Data		1,000		
550090 - Inventory Loss/Gain Adjustment	85302 - STORES	LI_01	INPUT - Input Data	Inventory loss/gain.		15,000	
				-	1,000	15,000	14,000
551100 - Stationary & Office Supplies	85302 - STORES	LI_01	SAP - SAP Data		1,000		
551100 - Stationary & Office Supplies	85302 - STORES	LI_01	INPUT - Input Data	Warehouse office supplies		1,000	
				-	1,000	1,000	-
551201 - Protective Apparel	85302 - STORES	LI_01	SAP - SAP Data		1,200		
551201 - Protective Apparel	85302 - STORES	LI_01	INPUT - Input Data	PPE for Warehouse Technicians x9x \$150		1,350	
				-	1,200	1,350	150
551300 - Janitorial Supplies	85302 - STORES	LI_01	SAP - SAP Data		200		
551300 - Janitorial Supplies	85302 - STORES	LI_01	INPUT - Input Data	Cleaning supplies		200	
				-	200	200	-
551610 - First Aid Supplies	85302 - STORES	LI_01	INPUT - Input Data	Material required to restock citywide first aid kits.		2,000	
				-	-	2,000	2,000
552100 - Fuels & Lubes	85302 - STORES	LI_01	SAP - SAP Data		500		
552100 - Fuels & Lubes	85302 - STORES	LI_01	INPUT - Input Data	Diesel for forklifts		500	
				-	500	500	-
552300 - Equipment	85302 - STORES	LI_01	SAP - SAP Data		500		
				-	500	-	(500)
552400 - Consumables	85302 - STORES	LI_01	SAP - SAP Data		500		
552400 - Consumables	85302 - STORES	LI_01	INPUT - Input Data	Kleenex, Lysol wipes, strapping for pallets, batteries, shrink wraps, etc.		1,500	
				-	500	1,500	1,000
552760 - Consum - Small Tools	85302 - STORES	LI_01	SAP - SAP Data		200		
552760 - Consum - Small Tools	85302 - STORES	LI_01	INPUT - Input Data	Warehouse tools, box cutters, knives, drills, carts, step ladders etc.		1,200	
				-	200	1,200	1,000
553100 - Chemicals And Salts	85302 - STORES	LI_01	SAP - SAP Data		200		
553100 - Chemicals And Salts	85302 - STORES	LI_01	INPUT - Input Data	Salt used around walkways and loading docks.		200	
				-	200	200	-
553900 - Oth Constr/Maint Supply	85302 - STORES	LI_01	INPUT - Input Data	Safety equipment-guards for racking, etc.		3,500	
				-	-	3,500	3,500
563000 - Equipment & Furnishing	85302 - STORES	LI_01	INPUT - Input Data	Moving and set up costs for Environmental Services at Water Treatment Plant.		5,000	

Cost Element	Cost Center	Line	Audittrail	2021 Budget Requests - Description	2020 Budget	2021 Proposed Budget	Change
				-	-	5,000	5,000
595310 - Obsolete Inventory	85302 - STORES	LI_01	SAP - SAP Data		2,000		
595310 - Obsolete Inventory	85302 - STORES	LI_01	INPUT - Input Data	Obsolete inventory		50,000	
				-	2,000	50,000	48,000
595320 - Gain/Loss Inventory Variance	85302 - STORES	LI_01	SAP - SAP Data		1,000		
				-	1,000	-	(1,000)



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Accounting Services

FLEET INVENTORY MANAGEMENT BRANCH

85307

Description of Service

Fleet Inventory Management is responsible for various duties as required to meet municipal needs, including but not limited to organizing, tracking, coordinating and controlling movements of materials, supplies and other equipment for use by municipal branches and departments. Maintaining parts rooms and supplies; sourcing out and generating new part orders, transporting supplies and parts to the work areas. Receiving, issuing, picking and delivery of all materials associated with Fleet and Transit inventory. Computer data entry and maintenance of weigh bills, requisitions, invoices and purchase orders. Fleet Inventory Management goal is to provide excellent service levels to ensure all Fleet / Transit equipment & machinery are repaired in a timely fashion to get vehicles and equipment back to their respective work areas in a cost effective and timely manner.

	2020 Budget	2021 Proposed Budget	Change	2022 Plan	2023 Plan
Revenues:	-	-	-	-	-
Salaries Wages and Benefits	302,972	327,160	24,189	330,432	333,736
Contracted and General Services	1,200	2,420	1,220	2,444	2,469
Materials Goods Supplies and Utilities	3,500	169,050	165,550	170,741	172,448
Expenses:	307,672	498,630	190,959	503,617	508,653
NET	(307,672)	(498,630)	(190,959)	(503,617)	(508,653)



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Accounting Services

FLEET INVENTORY MANAGEMENT BRANCH

85307

	2020 Budget	2021 Proposed Budget	Change
Revenues:	-	-	-
CUPE Reg. Wages	256,342	274,705	18,363
CUPE OT Wages	1,000	5,000	4,000
Benefit Allocation	12,148	12,500	353
EI Expense	2,422	2,398	(25)
CPP Expense	5,608	6,366	759
LAPP Expense	25,452	26,192	740
Salaries Wages and Benefits	302,972	327,160	24,189
Freight Charges	500	500	-
Mobile Phones	500	720	220
Other Fees	200	1,200	1,000
Contracted and General Services	1,200	2,420	1,220
Inventory Price Difference Adjustment	1,000	1,200	200
Inventory Loss/Gain Adjustment	1,000	15,000	14,000
Stationary & Office Supplies	-	600	600
Protective Apparel	300	450	150
Fuels & Lubes	200	600	400
Equipment	500	-	(500)
Consumables	500	600	100
Consum - Small Tools	-	600	600
Obsolete Inventory	-	150,000	150,000
Materials Goods Supplies and Utilities	3,500	169,050	165,550
Expenses:	307,672	498,630	190,959
NET	(307,672)	(498,630)	(190,959)



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services
Accounting Services

FLEET INVENTORY MANAGEMENT BRANCH

85307

Cost Element	Cost Center	Line	Audittrail	2021 Budget Requests - Description	2020 Budget	2021 Proposed Budget	Change
512500 - CUPE Reg. Wages	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	SAP - SAP Data		256,342		
512500 - CUPE Reg. Wages	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	HEADCOUNT - Headcount			274,705	
				-	256,342	274,705	18,363
512600 - CUPE OT Wages	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	SAP - SAP Data		1,000		
512600 - CUPE OT Wages	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	INPUT - Input Data	Year-end inventory.		5,000	
				-	1,000	5,000	4,000
513000 - Benefit Allocation	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	SAP - SAP Data		12,148		
513000 - Benefit Allocation	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	HEADCOUNT - Headcount			12,500	
				-	12,148	12,500	353
513010 - EI Expense	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	SAP - SAP Data		2,422		
513010 - EI Expense	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	HEADCOUNT - Headcount			2,398	
				-	2,422	2,398	(25)
513020 - CPP Expense	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	SAP - SAP Data		5,608		
513020 - CPP Expense	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	HEADCOUNT - Headcount			6,366	
				-	5,608	6,366	759
513030 - LAPP Expense	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	SAP - SAP Data		25,452		
513030 - LAPP Expense	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	HEADCOUNT - Headcount			26,192	
				-	25,452	26,192	740
521500 - Freight Charges	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	SAP - SAP Data		500		
521500 - Freight Charges	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	INPUT - Input Data	Courier charges on parts ordered from vendors.		500	
				-	500	500	-
521730 - Mobile Phones	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	SAP - SAP Data		500		
521730 - Mobile Phones	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	INPUT - Input Data	Mobile phones for three parts technicians @ \$20/per month.		720	
				-	500	720	220
523400 - Other Fees	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	SAP - SAP Data		200		
523400 - Other Fees	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	INPUT - Input Data	Environmental fees for batteries and fuel filters.		1,200	
				-	200	1,200	1,000
550080 - Inventory Price Difference Adjustment	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	SAP - SAP Data		1,000		
550080 - Inventory Price Difference Adjustment	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	INPUT - Input Data	Price difference on inventory items - adjustments to correct inventory value.		1,200	
				-	1,000	1,200	200
550090 - Inventory Loss/Gain Adjustment	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	SAP - SAP Data		1,000		
550090 - Inventory Loss/Gain Adjustment	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	INPUT - Input Data	Year end process done on inventory items.		15,000	
				-	1,000	15,000	14,000
551100 - Stationary & Office Supplies	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	INPUT - Input Data	Office supplies for parts / warehouse areas.		600	
				-	-	600	600
551201 - Protective Apparel	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	SAP - SAP Data		300		
551201 - Protective Apparel	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	INPUT - Input Data	PPE for Parts Technicians x3x \$150		450	
				-	300	450	150
552100 - Fuels & Lubes	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	SAP - SAP Data		200		
552100 - Fuels & Lubes	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	INPUT - Input Data	Fuel for forklifts.		600	
				-	200	600	400
552300 - Equipment	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	SAP - SAP Data		500		
				-	500	-	(500)
552400 - Consumables	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	SAP - SAP Data		500		
552400 - Consumables	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	INPUT - Input Data	Kleenex, Lysol Wipes, etc.		600	
				-	500	600	100
552760 - Consum - Small Tools	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	INPUT - Input Data	Shop tools (box cutters, knives, banding tools, etc.		600	
				-	-	600	600
595310 - Obsolete Inventory	85307 - FLEET INVENTORY MANAGEMENT BRANCH	LI_01	INPUT - Input Data	Write-off obsolete inventory.		150,000	
				-	-	150,000	150,000



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Accounting Services

TAXATION

85202

Description of Service

The Taxation Unit is responsible for the administering of all functions related to issuance and collections of Property Taxes for the RMWB. More specifically, the processing and management of Property Transfers (Land Titles), the Tax Installment Payment Plan, Tax Rate Bylaw (calculation of Municipal, Education and Senior Housing Mill Rates) and management and issuance of Property Tax Penalties

	2020 Budget	2021 Proposed Budget	Change	2022 Plan	2023 Plan
Sales and User Charges	266,000	266,000	-	266,000	266,000
Other Revenue	6,000	7,200	1,200	7,200	7,200
Revenues:	272,000	273,200	1,200	273,200	273,200
Salaries Wages and Benefits	577,387	571,730	(5,657)	577,448	583,222
Contracted and General Services	-	61,650	61,650	62,267	62,889
Purchases from Other Governments	-	4,200	4,200	4,242	4,284
Materials Goods Supplies and Utilities	500	-	(500)	-	-
Bank Charges and Short-Term Interest	3,000	3,600	600	3,636	3,672
Other Expenditures	4,000	2,300	(1,700)	2,323	2,346
Expenses:	584,887	643,480	58,593	649,915	656,414
NET	(312,887)	(370,280)	(57,393)	(376,715)	(383,214)



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services
Accounting Services
TAXATION

85202

	2020 Budget	2021 Proposed Budget	Change
Tax Certificates	200,000	200,000	-
Tax Recovery Charges	6,000	6,000	-
Transfer Fee - From Utility Accts To Tax	60,000	60,000	-
Sales and User Charges	266,000	266,000	-
NSF Cheque Charges	6,000	7,200	1,200
Other Revenue	6,000	7,200	1,200
Other Revenue	6,000	7,200	1,200
Revenues:	272,000	273,200	1,200
Exempt Salary - Regular	164,419	157,375	(7,045)
CUPE Reg. Wages	319,567	323,096	3,529
CUPE OT Wages	2,000	-	(2,000)
Meal Allowances	200	-	(200)
Benefit Allocation	22,788	22,604	(185)
EI Expense	4,993	4,796	(197)
CPP Expense	11,266	12,732	1,466
LAPP Expense	47,747	47,361	(387)
RRSP Expense	4,406	3,767	(639)
Salaries Wages and Benefits	577,387	571,730	(5,657)
Training - Beneficial - Fees	-	400	400
Membership & Registr. Fee	-	1,200	1,200
Postage	-	60,000	60,000
Printing And Binding	-	50	50
Contracted and General Services	-	61,650	61,650
Title Searches	-	4,200	4,200
Purchases from Other Governments	-	4,200	4,200
Food Cost	500	-	(500)
Materials Goods Supplies and Utilities	500	-	(500)
Bank Charges	3,000	3,600	600
Bank Charges and Short-Term Interest	3,000	3,600	600



REGIONAL MUNICIPALITY
OF WOOD BUFFALO

REGIONAL MUNICIPALITY OF WOOD BUFFALO 2021 PROPOSED BUDGET

Financial Services
Accounting Services
TAXATION

85202

	2020 Budget	2021 Proposed Budget	Change
Collection Costs	4,000	2,300	(1,700)
Other Expenditures	4,000	2,300	(1,700)
Expenses:	584,887	643,480	58,593
NET	(312,887)	(370,280)	(57,393)



REGIONAL MUNICIPALITY OF WOOD BUFFALO 2021 PROPOSED BUDGET

Financial Services
Accounting Services
TAXATION

85202

Cost Element	Cost Center	Line	Audit trail	2021 Budget Requests - Description	2020 Budget	2021 Proposed Budget	Change
441410 - Tax Certificates	85202 - TAXATION	LI_01	SAP - SAP Data		200,000		
441410 - Tax Certificates	85202 - TAXATION	LI_01	INPUT - Input Data	2020 Projected Actual = \$200k; assumption no expected increase in 2021		200,000	
				-	200,000	200,000	-
441430 - Tax Recovery Charges	85202 - TAXATION	LI_01	SAP - SAP Data		6,000		
441430 - Tax Recovery Charges	85202 - TAXATION	LI_01	INPUT - Input Data	Estimating 150 accounts @ \$40 per account lien charges.		6,000	
				-	6,000	6,000	-
441450 - Transfer Fee - From Utility Accts To Tax	85202 - TAXATION	LI_01	SAP - SAP Data		60,000		
441450 - Transfer Fee - From Utility Accts To Tax	85202 - TAXATION	LI_01	INPUT - Input Data	2020 Projected Actual = \$60k; assumption no expected increase in 2021		60,000	
				-	60,000	60,000	-
459020 - NSF Cheque Charges	85202 - TAXATION	LI_01	SAP - SAP Data		6,000		
459020 - NSF Cheque Charges	85202 - TAXATION	LI_01	INPUT - Input Data	2020 Projected Actual = \$7k; assumption no expected increase in 2021		7,200	
				-	6,000	7,200	1,200
511100 - Exempt Salary - Regular	85202 - TAXATION	LI_01	SAP - SAP Data		164,419		
511100 - Exempt Salary - Regular	85202 - TAXATION	LI_01	HEADCOUNT - Headcount			157,375	
				-	164,419	157,375	(7,045)
512500 - CUPE Reg. Wages	85202 - TAXATION	LI_01	SAP - SAP Data		319,567		
512500 - CUPE Reg. Wages	85202 - TAXATION	LI_01	HEADCOUNT - Headcount			323,096	
				-	319,567	323,096	3,529
512600 - CUPE OT Wages	85202 - TAXATION	LI_01	SAP - SAP Data		2,000		
				-	2,000	-	(2,000)
512630 - Meal Allowances	85202 - TAXATION	LI_01	SAP - SAP Data		200		
				-	200	-	(200)
513000 - Benefit Allocation	85202 - TAXATION	LI_01	SAP - SAP Data		22,788		
513000 - Benefit Allocation	85202 - TAXATION	LI_01	HEADCOUNT - Headcount			22,604	
				-	22,788	22,604	(185)
513010 - EI Expense	85202 - TAXATION	LI_01	SAP - SAP Data		4,993		
513010 - EI Expense	85202 - TAXATION	LI_01	HEADCOUNT - Headcount			4,796	
				-	4,993	4,796	(197)
513020 - CPP Expense	85202 - TAXATION	LI_01	SAP - SAP Data		11,266		
513020 - CPP Expense	85202 - TAXATION	LI_01	HEADCOUNT - Headcount			12,732	
				-	11,266	12,732	1,466
513030 - LAPP Expense	85202 - TAXATION	LI_01	SAP - SAP Data		47,747		
513030 - LAPP Expense	85202 - TAXATION	LI_01	HEADCOUNT - Headcount			47,361	
				-	47,747	47,361	(387)
513040 - RRSP Expense	85202 - TAXATION	LI_01	SAP - SAP Data		4,406		
513040 - RRSP Expense	85202 - TAXATION	LI_01	HEADCOUNT - Headcount			3,767	
				-	4,406	3,767	(639)
521373 - Training - Beneficial - Fees	85202 - TAXATION	LI_01	INPUT - Input Data	MGA-Developing a Long-Term Tax Strategy (Online). \$200 each x2		400	
				-	-	400	400
521400 - Membership & Registr. Fee	85202 - TAXATION	LI_01	INPUT - Input Data	Chartered Professional Accountants (CPA) membership-Advisor		1,200	
				-	-	1,200	1,200
521600 - Postage	85202 - TAXATION	LI_01	INPUT - Input Data	Monthly postage for TIPPS (Tax Instalment Payment Plan), Transfers, 305 adjustments etc, plus extra postage for mailing tax notices in May. Reminder notices in August, October, & December. Lien auction mailings in January -March & October-November.		60,000	
				-	-	60,000	60,000
522200 - Printing And Binding	85202 - TAXATION	LI_01	INPUT - Input Data	Queens printer - annually in February.		50	
				-	-	50	50
534510 - Title Searches	85202 - TAXATION	LI_01	INPUT - Input Data	Title searches-December - March more required due to lien process. In 2020, budget was included in Director of Assessment cost center.		4,200	
				-	-	4,200	4,200
551410 - Food Cost	85202 - TAXATION	LI_01	SAP - SAP Data		500		
				-	500	-	(500)
581400 - Bank Charges	85202 - TAXATION	LI_01	SAP - SAP Data		3,000		
581400 - Bank Charges	85202 - TAXATION	LI_01	INPUT - Input Data	Tax Instalment Payment Plan (TIPP) fees-expecting similar to 2020 actual amounts per month.		3,600	
				-	3,000	3,600	600
591120 - Collection Costs	85202 - TAXATION	LI_01	SAP - SAP Data		4,000		
591120 - Collection Costs	85202 - TAXATION	LI_01	INPUT - Input Data	Registration of Liens \$1,300 in April & Discharge of Liens estimated \$250 per quarter.		2,300	
				-	4,000	2,300	(1,700)



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Accounting Services

DRP - ADMINISTRATION

88000

Description of Service

Disaster Recovery Program (DRP) Administration is to record the wages and other reimburseable expenses for two temporary Finance DRP reporting positions

	2020 Budget	2021 Proposed Budget	Change	2022 Plan	2023 Plan
Sales and User Charges	-	1,200	1,200	1,200	1,200
Revenues:	-	1,200	1,200	1,200	1,200
Salaries Wages and Benefits	-	211,037	211,037	213,147	215,278
Contracted and General Services	-	1,200	1,200	1,212	1,224
Materials Goods Supplies and Utilities	-	230	230	232	235
Expenses:	-	212,467	212,467	214,591	216,737
NET	-	(211,267)	(211,267)	(213,391)	(215,537)



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Accounting Services

DRP - ADMINISTRATION

88000

	2020 Budget	2021 Proposed Budget	Change
Cost Reimbursement	-	1,200	1,200
Sales and User Charges	-	1,200	1,200
Revenues:	-	1,200	1,200
Exempt Salary - Regular	-	116,191	116,191
CUPE Reg. Wages	-	86,082	86,082
El Expense	-	2,398	2,398
CPP Expense	-	6,366	6,366
Salaries Wages and Benefits	-	211,037	211,037
Membership & Registr. Fee	-	1,200	1,200
Contracted and General Services	-	1,200	1,200
Stationary & Office Supplies	-	230	230
Materials Goods Supplies and Utilities	-	230	230
Expenses:	-	212,467	212,467
NET	-	(211,267)	(211,267)



REGIONAL MUNICIPALITY OF WOOD BUFFALO 2021 PROPOSED BUDGET

Financial Services

Accounting Services

DRP - ADMINISTRATION

88000

Cost Element	Cost Center	Line	Audittrail	2021 Budget Requests - Description	2020 Budget	2021 Proposed Budget	Change
449250 - Cost Reimbursement	88000 - DRP - ADMINISTRATION	LI_01	INPUT - Input Data	Membership dues recoverable from DRP		1,200	
				-	-	1,200	1,200
511100 - Exempt Salary - Regular	88000 - DRP - ADMINISTRATION	LI_01	HEADCOUNT - Headcount			116,191	
				-	-	116,191	116,191
512500 - CUPE Reg. Wages	88000 - DRP - ADMINISTRATION	LI_01	HEADCOUNT - Headcount			86,082	
				-	-	86,082	86,082
513010 - EI Expense	88000 - DRP - ADMINISTRATION	LI_01	HEADCOUNT - Headcount			2,398	
				-	-	2,398	2,398
513020 - CPP Expense	88000 - DRP - ADMINISTRATION	LI_01	HEADCOUNT - Headcount			6,366	
				-	-	6,366	6,366
521400 - Membership & Registr. Fee	88000 - DRP - ADMINISTRATION	LI_01	INPUT - Input Data	Chartered Professional Accountants (CPA) membership-Advisor		1,200	
				-	-	1,200	1,200
551100 - Stationary & Office Supplies	88000 - DRP - ADMINISTRATION	LI_01	INPUT - Input Data	Supplies for two positions		230	
				-	-	230	230



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Accounting Services

2016 FIRE - NON-REC

88001

Description of Service

Disaster Recovery Program (DRP) Non-Recoverable Expenses is used to record expenses incurred in the remediation after disasters (2006 Wildfire & 2020 Flood) which are not applicable for reimbursement from DRP or other means and must be funded through the Municipal budget

	2020 Budget	2021 Proposed Budget	Change	2022 Plan	2023 Plan
Sales and User Charges	210,988	211,037	49	211,037	211,037
Revenues:	210,988	211,037	49	211,037	211,037
Salaries Wages and Benefits	210,988	-	(210,988)	-	-
Expenses:	210,988	-	(210,988)	-	-
NET	(0)	211,037	211,037	211,037	211,037



REGIONAL MUNICIPALITY
OF WOOD BUFFALO

REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Accounting Services

2016 FIRE - NON-REC

88001

	2020 Budget	2021 Proposed Budget	Change
Cost Reimbursement	210,988	211,037	49
Sales and User Charges	210,988	211,037	49
Revenues:	210,988	211,037	49
Exempt Salary - Regular	117,218	-	(117,218)
CUPE Reg. Wages	85,181	-	(85,181)
El Expense	2,531	-	(2,531)
CPP Expense	6,058	-	(6,058)
Salaries Wages and Benefits	210,988	-	(210,988)
Expenses:	210,988	-	(210,988)
NET	(0)	211,037	211,037



REGIONAL MUNICIPALITY OF WOOD BUFFALO
2021 PROPOSED BUDGET

Financial Services
Accounting Services
2016 FIRE - NON-REC

88001

Cost Element	Cost Center	Line	Audittrail	2021 Budget Requests - Description	2020 Budget	2021 Proposed Budget	Change
449250 - Cost Reimbursement	88001 - 2016 FIRE - NON-REC	Lj_01	SAP - SAP Data		210,988		
449250 - Cost Reimbursement	88001 - 2016 FIRE - NON-REC	Lj_01	INPUT - Input Data	Salaries recoverable from DRP		211,037	
				-	210,988	211,037	49
511100 - Exempt Salary - Regular	88001 - 2016 FIRE - NON-REC	Lj_01	SAP - SAP Data		117,218		
				-	117,218	-	(117,218)
512500 - CUPE Reg. Wages	88001 - 2016 FIRE - NON-REC	Lj_01	SAP - SAP Data		85,181		
				-	85,181	-	(85,181)
513010 - EI Expense	88001 - 2016 FIRE - NON-REC	Lj_01	SAP - SAP Data		2,531		
				-	2,531	-	(2,531)
513020 - CPP Expense	88001 - 2016 FIRE - NON-REC	Lj_01	SAP - SAP Data		6,058		
				-	6,058	-	(6,058)



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Regional Municipality of Wood Buffalo
Corporate Summary / Financial Services
Information Technology

B_IT

	2020 Budget	2021 Proposed Budget	Change	2022 Plan	2023 Plan
Application Services	(10,448,074)	(9,992,012)	456,062	(10,091,984)	(10,192,956)
Infrastructure Services	(8,223,652)	(9,288,800)	(1,065,147)	(9,381,688)	(9,475,505)
Administration	(899,140)	(683,479)	215,660	(690,314)	(697,217)
Information Technology	(19,570,866)	(19,964,291)	(393,425)	(20,163,986)	(20,365,678)



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Corporate Summary

Financial Services / Information Technology

Application Services

S_IT_AS

Description of Service

Application Services consists of the following cost centres:

82202 GIS Sustainment

82206 Mapping Services

82315 Accela Sustainment

82318 RES Sustainment

82319 SAP Sustainment

82321 Non Core System Sustainment

82331 AS 400 Sustainment

82333 Flexsuite Sustainment

82340 Opentext Sustainment

	2020 Budget	2021 Proposed Budget	Change	2022 Plan	2023 Plan
Sales and User Charges	-	5,180	5,180	5,180	5,180
Revenues:	-	5,180	5,180	5,180	5,180
Salaries Wages and Benefits	3,974,414	4,153,695	179,281	4,195,232	4,237,185
Contracted and General Services	6,473,660	5,841,497	(632,163)	5,899,912	5,958,911
Materials Goods Supplies and Utilities	-	2,000	2,000	2,020	2,040
Expenses:	10,448,074	9,997,192	(450,882)	10,097,164	10,198,136
NET	(10,448,074)	(9,992,012)	456,062	(10,091,984)	(10,192,956)



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Corporate Summary

Financial Services / Information Technology

Application Services

S_IT_AS

	2020 Budget	2021 Proposed Budget	Change
Cost Reimbursement	-	5,180	5,180
Sales and User Charges	-	5,180	5,180
Revenues:	-	5,180	5,180
Exempt Salary - Regular	401,604	407,215	5,612
CUPE Reg. Wages	2,944,393	3,085,069	140,677
CUPE OT Wages	15,500	15,500	-
CUPE Stand-By	3,500	3,500	-
Benefit Allocation	158,007	165,196	7,189
El Expense	33,079	33,210	130
CPP Expense	76,599	88,169	11,570
LAPP Expense	331,063	346,125	15,062
RRSP Expense	10,670	9,712	(958)
Salaries Wages and Benefits	3,974,414	4,153,695	179,281
Information Technology Cloud Application	56,100	58,000	1,900
Computer Software	475,000	280,000	(195,000)
App Software Support	2,871,560	3,020,000	148,440
Gen. Serv.-Contracted	3,071,000	2,483,497	(587,503)
Contracted and General Services	6,473,660	5,841,497	(632,163)
Stationary & Office Supplies	-	2,000	2,000
Materials Goods Supplies and Utilities	-	2,000	2,000
Expenses:	10,448,074	9,997,192	(450,882)
NET	(10,448,074)	(9,992,012)	456,062



REGIONAL MUNICIPALITY OF WOOD BUFFALO 2021 PROPOSED BUDGET

Corporate Summary
Financial Services / Information Technology
Application Services

S_IT_AS

Cost Element	Cost Center	Line	Audittrail	2021 Budget Requests - Description	2020 Budget	2021 Proposed Budget	Change
449250 - Cost Reimbursement	82202 - GIS SUSTAINMENT	LI_01	INPUT - Input Data	Services provided to CUPE by IT staff.		200	
449250 - Cost Reimbursement	82319 - SAP SUSTAINMENT	LI_01	INPUT - Input Data	Services provided to CUPE by IT staff.		4,980	
				-	-	5,180	5,180
511100 - Exempt Salary - Regular	82202 - GIS SUSTAINMENT	LI_01	SAP - SAP Data		54,687		
511100 - Exempt Salary - Regular	82202 - GIS SUSTAINMENT	LI_01	HEADCOUNT - Headcount			55,926	
511100 - Exempt Salary - Regular	82206 - MAPPING SERVICES	LI_01	SAP - SAP Data		54,687		
511100 - Exempt Salary - Regular	82206 - MAPPING SERVICES	LI_01	HEADCOUNT - Headcount			55,926	
511100 - Exempt Salary - Regular	82315 - ACCELA SUSTAINMENT	LI_01	SAP - SAP Data		30,984		
511100 - Exempt Salary - Regular	82315 - ACCELA SUSTAINMENT	LI_01	HEADCOUNT - Headcount			31,058	
511100 - Exempt Salary - Regular	82318 - RES SUSTAINMENT	LI_01	SAP - SAP Data		60,117		
511100 - Exempt Salary - Regular	82318 - RES SUSTAINMENT	LI_01	HEADCOUNT - Headcount			61,480	
511100 - Exempt Salary - Regular	82319 - SAP SUSTAINMENT	LI_01	SAP - SAP Data		39,205		
511100 - Exempt Salary - Regular	82319 - SAP SUSTAINMENT	LI_01	HEADCOUNT - Headcount			39,298	
511100 - Exempt Salary - Regular	82321 - NON-CORE SYSTEM SUSTAINMENT	LI_01	SAP - SAP Data		91,101		
511100 - Exempt Salary - Regular	82321 - NON-CORE SYSTEM SUSTAINMENT	LI_01	HEADCOUNT - Headcount			92,538	
511100 - Exempt Salary - Regular	82331 - AS400 SUSTAINMENT	LI_01	SAP - SAP Data		15,809		
511100 - Exempt Salary - Regular	82331 - AS400 SUSTAINMENT	LI_01	HEADCOUNT - Headcount			15,846	
511100 - Exempt Salary - Regular	82333 - FLEXSUITE SUSTAINMENT	LI_01	SAP - SAP Data		39,205		
511100 - Exempt Salary - Regular	82333 - FLEXSUITE SUSTAINMENT	LI_01	HEADCOUNT - Headcount			39,298	
511100 - Exempt Salary - Regular	82340 - OPENTEXT SUSTAINMENT	LI_01	SAP - SAP Data		15,809		
511100 - Exempt Salary - Regular	82340 - OPENTEXT SUSTAINMENT	LI_01	HEADCOUNT - Headcount			15,846	
				-	401,604	407,215	5,612
512500 - CUPE Reg. Wages	82202 - GIS SUSTAINMENT	LI_01	SAP - SAP Data		495,821		
512500 - CUPE Reg. Wages	82202 - GIS SUSTAINMENT	LI_01	HEADCOUNT - Headcount			513,694	
512500 - CUPE Reg. Wages	82206 - MAPPING SERVICES	LI_01	SAP - SAP Data		309,960		
512500 - CUPE Reg. Wages	82206 - MAPPING SERVICES	LI_01	HEADCOUNT - Headcount			317,620	
512500 - CUPE Reg. Wages	82315 - ACCELA SUSTAINMENT	LI_01	SAP - SAP Data		117,658		
512500 - CUPE Reg. Wages	82315 - ACCELA SUSTAINMENT	LI_01	HEADCOUNT - Headcount			136,363	
512500 - CUPE Reg. Wages	82318 - RES SUSTAINMENT	LI_01	SAP - SAP Data		164,216		
512500 - CUPE Reg. Wages	82318 - RES SUSTAINMENT	LI_01	HEADCOUNT - Headcount			165,692	
512500 - CUPE Reg. Wages	82319 - SAP SUSTAINMENT	LI_01	SAP - SAP Data		652,314		
512500 - CUPE Reg. Wages	82319 - SAP SUSTAINMENT	LI_01	HEADCOUNT - Headcount			709,101	
512500 - CUPE Reg. Wages	82321 - NON-CORE SYSTEM SUSTAINMENT	LI_01	SAP - SAP Data		1,100,359		
512500 - CUPE Reg. Wages	82321 - NON-CORE SYSTEM SUSTAINMENT	LI_01	HEADCOUNT - Headcount			1,137,864	
512500 - CUPE Reg. Wages	82331 - AS400 SUSTAINMENT	LI_01	SAP - SAP Data		6,432		
512500 - CUPE Reg. Wages	82331 - AS400 SUSTAINMENT	LI_01	HEADCOUNT - Headcount			6,432	
512500 - CUPE Reg. Wages	82333 - FLEXSUITE SUSTAINMENT	LI_01	SAP - SAP Data		37,607		
512500 - CUPE Reg. Wages	82333 - FLEXSUITE SUSTAINMENT	LI_01	HEADCOUNT - Headcount			37,607	
512500 - CUPE Reg. Wages	82340 - OPENTEXT SUSTAINMENT	LI_01	SAP - SAP Data		60,026		
512500 - CUPE Reg. Wages	82340 - OPENTEXT SUSTAINMENT	LI_01	HEADCOUNT - Headcount			60,697	
				-	2,944,393	3,085,069	140,677
512600 - CUPE OT Wages	82202 - GIS SUSTAINMENT	LI_01	SAP - SAP Data		1,000		
512600 - CUPE OT Wages	82202 - GIS SUSTAINMENT	LI_01	INPUT - Input Data	OT as required.		1,000	
512600 - CUPE OT Wages	82206 - MAPPING SERVICES	LI_01	SAP - SAP Data		1,000		
512600 - CUPE OT Wages	82206 - MAPPING SERVICES	LI_01	INPUT - Input Data	OT as required.		1,000	
512600 - CUPE OT Wages	82315 - ACCELA SUSTAINMENT	LI_01	SAP - SAP Data		500		
512600 - CUPE OT Wages	82315 - ACCELA SUSTAINMENT	LI_01	INPUT - Input Data	OT as required.		500	
512600 - CUPE OT Wages	82318 - RES SUSTAINMENT	LI_01	SAP - SAP Data		1,000		
512600 - CUPE OT Wages	82318 - RES SUSTAINMENT	LI_01	INPUT - Input Data	OT as required.		1,000	
512600 - CUPE OT Wages	82319 - SAP SUSTAINMENT	LI_01	SAP - SAP Data		10,000		
512600 - CUPE OT Wages	82319 - SAP SUSTAINMENT	LI_01	INPUT - Input Data	OT as required.		10,000	
512600 - CUPE OT Wages	82321 - NON-CORE SYSTEM SUSTAINMENT	LI_01	SAP - SAP Data		2,000		
512600 - CUPE OT Wages	82321 - NON-CORE SYSTEM SUSTAINMENT	LI_01	INPUT - Input Data	OT as required.		2,000	
				-	15,500	15,500	-
512610 - CUPE Stand-By	82202 - GIS SUSTAINMENT	LI_01	SAP - SAP Data		1,000		
512610 - CUPE Stand-By	82202 - GIS SUSTAINMENT	LI_01	INPUT - Input Data			1,000	
512610 - CUPE Stand-By	82206 - MAPPING SERVICES	LI_01	SAP - SAP Data		1,000		
512610 - CUPE Stand-By	82206 - MAPPING SERVICES	LI_01	INPUT - Input Data			1,000	
512610 - CUPE Stand-By	82319 - SAP SUSTAINMENT	LI_01	SAP - SAP Data		1,000		
512610 - CUPE Stand-By	82319 - SAP SUSTAINMENT	LI_01	INPUT - Input Data			1,000	
512610 - CUPE Stand-By	82331 - AS400 SUSTAINMENT	LI_01	SAP - SAP Data		500		
512610 - CUPE Stand-By	82331 - AS400 SUSTAINMENT	LI_01	INPUT - Input Data			500	
				-	3,500	3,500	-
513000 - Benefit Allocation	82202 - GIS SUSTAINMENT	LI_01	SAP - SAP Data		25,822		
513000 - Benefit Allocation	82202 - GIS SUSTAINMENT	LI_01	HEADCOUNT - Headcount			26,826	
513000 - Benefit Allocation	82206 - MAPPING SERVICES	LI_01	SAP - SAP Data		17,113		
513000 - Benefit Allocation	82206 - MAPPING SERVICES	LI_01	HEADCOUNT - Headcount			17,580	

Cost Element	Cost Center	Line	Audittrail	2021 Budget Requests - Description	2020 Budget	2021 Proposed Budget	Change
513000 - Benefit Allocation	82315 - ACCELA SUSTAINMENT	LI_01	SAP - SAP Data		7,017		
513000 - Benefit Allocation	82315 - ACCELA SUSTAINMENT	LI_01	HEADCOUNT - Headcount			7,905	
513000 - Benefit Allocation	82318 - RES SUSTAINMENT	LI_01	SAP - SAP Data		10,631		
513000 - Benefit Allocation	82318 - RES SUSTAINMENT	LI_01	HEADCOUNT - Headcount			10,780	
513000 - Benefit Allocation	82319 - SAP SUSTAINMENT	LI_01	SAP - SAP Data		32,799		
513000 - Benefit Allocation	82319 - SAP SUSTAINMENT	LI_01	HEADCOUNT - Headcount			35,491	
513000 - Benefit Allocation	82321 - NON-CORE SYSTEM SUSTAINMENT	LI_01	SAP - SAP Data		56,294		
513000 - Benefit Allocation	82321 - NON-CORE SYSTEM SUSTAINMENT	LI_01	HEADCOUNT - Headcount			58,241	
513000 - Benefit Allocation	82331 - AS400 SUSTAINMENT	LI_01	SAP - SAP Data		1,069		
513000 - Benefit Allocation	82331 - AS400 SUSTAINMENT	LI_01	HEADCOUNT - Headcount			1,071	
513000 - Benefit Allocation	82333 - FLEXSUITE SUSTAINMENT	LI_01	SAP - SAP Data		3,672		
513000 - Benefit Allocation	82333 - FLEXSUITE SUSTAINMENT	LI_01	HEADCOUNT - Headcount			3,677	
513000 - Benefit Allocation	82340 - OPENTEXT SUSTAINMENT	LI_01	SAP - SAP Data		3,588		
513000 - Benefit Allocation	82340 - OPENTEXT SUSTAINMENT	LI_01	HEADCOUNT - Headcount			3,625	
				-	158,007	165,196	7,189
513010 - EI Expense	82202 - GIS SUSTAINMENT	LI_01	SAP - SAP Data		5,710		
513010 - EI Expense	82202 - GIS SUSTAINMENT	LI_01	HEADCOUNT - Headcount			5,635	
513010 - EI Expense	82206 - MAPPING SERVICES	LI_01	SAP - SAP Data		3,782		
513010 - EI Expense	82206 - MAPPING SERVICES	LI_01	HEADCOUNT - Headcount			3,717	
513010 - EI Expense	82315 - ACCELA SUSTAINMENT	LI_01	SAP - SAP Data		1,466		
513010 - EI Expense	82315 - ACCELA SUSTAINMENT	LI_01	HEADCOUNT - Headcount			1,619	
513010 - EI Expense	82318 - RES SUSTAINMENT	LI_01	SAP - SAP Data		2,206		
513010 - EI Expense	82318 - RES SUSTAINMENT	LI_01	HEADCOUNT - Headcount			2,098	
513010 - EI Expense	82319 - SAP SUSTAINMENT	LI_01	SAP - SAP Data		6,703		
513010 - EI Expense	82319 - SAP SUSTAINMENT	LI_01	HEADCOUNT - Headcount			6,954	
513010 - EI Expense	82321 - NON-CORE SYSTEM SUSTAINMENT	LI_01	SAP - SAP Data		11,618		
513010 - EI Expense	82321 - NON-CORE SYSTEM SUSTAINMENT	LI_01	HEADCOUNT - Headcount			11,629	
513010 - EI Expense	82331 - AS400 SUSTAINMENT	LI_01	SAP - SAP Data		178		
513010 - EI Expense	82331 - AS400 SUSTAINMENT	LI_01	HEADCOUNT - Headcount			180	
513010 - EI Expense	82333 - FLEXSUITE SUSTAINMENT	LI_01	SAP - SAP Data		651		
513010 - EI Expense	82333 - FLEXSUITE SUSTAINMENT	LI_01	HEADCOUNT - Headcount			659	
513010 - EI Expense	82340 - OPENTEXT SUSTAINMENT	LI_01	SAP - SAP Data		765		
513010 - EI Expense	82340 - OPENTEXT SUSTAINMENT	LI_01	HEADCOUNT - Headcount			719	
				-	33,079	33,210	130
513020 - CPP Expense	82202 - GIS SUSTAINMENT	LI_01	SAP - SAP Data		13,723		
513020 - CPP Expense	82202 - GIS SUSTAINMENT	LI_01	HEADCOUNT - Headcount			14,960	
513020 - CPP Expense	82206 - MAPPING SERVICES	LI_01	SAP - SAP Data		9,103		
513020 - CPP Expense	82206 - MAPPING SERVICES	LI_01	HEADCOUNT - Headcount			9,867	
513020 - CPP Expense	82315 - ACCELA SUSTAINMENT	LI_01	SAP - SAP Data		3,541		
513020 - CPP Expense	82315 - ACCELA SUSTAINMENT	LI_01	HEADCOUNT - Headcount			4,297	
513020 - CPP Expense	82318 - RES SUSTAINMENT	LI_01	SAP - SAP Data		4,644		
513020 - CPP Expense	82318 - RES SUSTAINMENT	LI_01	HEADCOUNT - Headcount			5,570	
513020 - CPP Expense	82319 - SAP SUSTAINMENT	LI_01	SAP - SAP Data		15,645		
513020 - CPP Expense	82319 - SAP SUSTAINMENT	LI_01	HEADCOUNT - Headcount			18,461	
513020 - CPP Expense	82321 - NON-CORE SYSTEM SUSTAINMENT	LI_01	SAP - SAP Data		26,427		
513020 - CPP Expense	82321 - NON-CORE SYSTEM SUSTAINMENT	LI_01	HEADCOUNT - Headcount			30,875	
513020 - CPP Expense	82331 - AS400 SUSTAINMENT	LI_01	SAP - SAP Data		417		
513020 - CPP Expense	82331 - AS400 SUSTAINMENT	LI_01	HEADCOUNT - Headcount			477	
513020 - CPP Expense	82333 - FLEXSUITE SUSTAINMENT	LI_01	SAP - SAP Data		1,509		
513020 - CPP Expense	82333 - FLEXSUITE SUSTAINMENT	LI_01	HEADCOUNT - Headcount			1,751	
513020 - CPP Expense	82340 - OPENTEXT SUSTAINMENT	LI_01	SAP - SAP Data		1,590		
513020 - CPP Expense	82340 - OPENTEXT SUSTAINMENT	LI_01	HEADCOUNT - Headcount			1,910	
				-	76,599	88,169	11,570
513030 - LAPP Expense	82202 - GIS SUSTAINMENT	LI_01	SAP - SAP Data		54,104		
513030 - LAPP Expense	82202 - GIS SUSTAINMENT	LI_01	HEADCOUNT - Headcount			56,206	
513030 - LAPP Expense	82206 - MAPPING SERVICES	LI_01	SAP - SAP Data		35,856		
513030 - LAPP Expense	82206 - MAPPING SERVICES	LI_01	HEADCOUNT - Headcount			36,834	
513030 - LAPP Expense	82315 - ACCELA SUSTAINMENT	LI_01	SAP - SAP Data		14,703		
513030 - LAPP Expense	82315 - ACCELA SUSTAINMENT	LI_01	HEADCOUNT - Headcount			16,563	
513030 - LAPP Expense	82318 - RES SUSTAINMENT	LI_01	SAP - SAP Data		22,274		
513030 - LAPP Expense	82318 - RES SUSTAINMENT	LI_01	HEADCOUNT - Headcount			22,587	
513030 - LAPP Expense	82319 - SAP SUSTAINMENT	LI_01	SAP - SAP Data		68,723		
513030 - LAPP Expense	82319 - SAP SUSTAINMENT	LI_01	HEADCOUNT - Headcount			74,362	
513030 - LAPP Expense	82321 - NON-CORE SYSTEM SUSTAINMENT	LI_01	SAP - SAP Data		117,950		
513030 - LAPP Expense	82321 - NON-CORE SYSTEM SUSTAINMENT	LI_01	HEADCOUNT - Headcount			122,028	
513030 - LAPP Expense	82331 - AS400 SUSTAINMENT	LI_01	SAP - SAP Data		2,241		
513030 - LAPP Expense	82331 - AS400 SUSTAINMENT	LI_01	HEADCOUNT - Headcount			2,245	
513030 - LAPP Expense	82333 - FLEXSUITE SUSTAINMENT	LI_01	SAP - SAP Data		7,694		
513030 - LAPP Expense	82333 - FLEXSUITE SUSTAINMENT	LI_01	HEADCOUNT - Headcount			7,705	
513030 - LAPP Expense	82340 - OPENTEXT SUSTAINMENT	LI_01	SAP - SAP Data		7,518		
513030 - LAPP Expense	82340 - OPENTEXT SUSTAINMENT	LI_01	HEADCOUNT - Headcount			7,596	
				-	331,063	346,125	15,062
513040 - RRSP Expense	82202 - GIS SUSTAINMENT	LI_01	SAP - SAP Data		1,441		
513040 - RRSP Expense	82202 - GIS SUSTAINMENT	LI_01	HEADCOUNT - Headcount			1,324	
513040 - RRSP Expense	82206 - MAPPING SERVICES	LI_01	SAP - SAP Data		1,441		
513040 - RRSP Expense	82206 - MAPPING SERVICES	LI_01	HEADCOUNT - Headcount			1,324	

Cost Element	Cost Center	Line	Audittrail	2021 Budget Requests - Description	2020 Budget	2021 Proposed Budget	Change
513040 - RRSP Expense	82315 - ACCELA SUSTAINMENT	LI_01	SAP - SAP Data		826		
513040 - RRSP Expense	82315 - ACCELA SUSTAINMENT	LI_01	HEADCOUNT - Headcount			743	
513040 - RRSP Expense	82318 - RES SUSTAINMENT	LI_01	SAP - SAP Data		1,599		
513040 - RRSP Expense	82318 - RES SUSTAINMENT	LI_01	HEADCOUNT - Headcount			1,469	
513040 - RRSP Expense	82319 - SAP SUSTAINMENT	LI_01	SAP - SAP Data		1,047		
513040 - RRSP Expense	82319 - SAP SUSTAINMENT	LI_01	HEADCOUNT - Headcount			941	
513040 - RRSP Expense	82321 - NON-CORE SYSTEM SUSTAINMENT	LI_01	SAP - SAP Data		2,425		
513040 - RRSP Expense	82321 - NON-CORE SYSTEM SUSTAINMENT	LI_01	HEADCOUNT - Headcount			2,211	
513040 - RRSP Expense	82331 - AS400 SUSTAINMENT	LI_01	SAP - SAP Data		422		
513040 - RRSP Expense	82331 - AS400 SUSTAINMENT	LI_01	HEADCOUNT - Headcount			380	
513040 - RRSP Expense	82333 - FLEXSUITE SUSTAINMENT	LI_01	SAP - SAP Data		1,047		
513040 - RRSP Expense	82333 - FLEXSUITE SUSTAINMENT	LI_01	HEADCOUNT - Headcount			941	
513040 - RRSP Expense	82340 - OPENTEXT SUSTAINMENT	LI_01	SAP - SAP Data		422		
513040 - RRSP Expense	82340 - OPENTEXT SUSTAINMENT	LI_01	HEADCOUNT - Headcount			380	
				-	10,670	9,712	(958)
521795 - Information Technology Cloud Applicatio	82331 - AS400 SUSTAINMENT	LI_01	SAP - SAP Data		56,100		
521795 - Information Technology Cloud Applicatio	82331 - AS400 SUSTAINMENT	LI_01	INPUT - Input Data	MidRange		58,000	
				-	56,100	58,000	1,900
524200 - Computer Software	82321 - NON-CORE SYSTEM SUSTAINMENT	LI_01	SAP - SAP Data		475,000		
524200 - Computer Software	82321 - NON-CORE SYSTEM SUSTAINMENT	LI_01	INPUT - Input Data			280,000	
				-	475,000	280,000	(195,000)
524210 - App Software Support	82202 - GIS SUSTAINMENT	LI_01	SAP - SAP Data		76,110		
524210 - App Software Support	82202 - GIS SUSTAINMENT	LI_01	INPUT - Input Data			72,765	
524210 - App Software Support	82206 - MAPPING SERVICES	LI_01	SAP - SAP Data		15,650		
524210 - App Software Support	82206 - MAPPING SERVICES	LI_01	INPUT - Input Data			14,700	
524210 - App Software Support	82315 - ACCELA SUSTAINMENT	LI_01	SAP - SAP Data		173,300		
524210 - App Software Support	82315 - ACCELA SUSTAINMENT	LI_01	INPUT - Input Data			181,825	
524210 - App Software Support	82318 - RES SUSTAINMENT	LI_01	SAP - SAP Data		162,970		
524210 - App Software Support	82318 - RES SUSTAINMENT	LI_01	INPUT - Input Data			194,875	
524210 - App Software Support	82319 - SAP SUSTAINMENT	LI_01	SAP - SAP Data		1,430,200		
524210 - App Software Support	82319 - SAP SUSTAINMENT	LI_01	INPUT - Input Data			1,431,250	
524210 - App Software Support	82321 - NON-CORE SYSTEM SUSTAINMENT	LI_01	SAP - SAP Data		772,230		
524210 - App Software Support	82321 - NON-CORE SYSTEM SUSTAINMENT	LI_01	INPUT - Input Data			858,525	
524210 - App Software Support	82333 - FLEXSUITE SUSTAINMENT	LI_01	SAP - SAP Data		65,800		
524210 - App Software Support	82333 - FLEXSUITE SUSTAINMENT	LI_01	INPUT - Input Data			77,610	
524210 - App Software Support	82340 - OPENTEXT SUSTAINMENT	LI_01	SAP - SAP Data		175,300		
524210 - App Software Support	82340 - OPENTEXT SUSTAINMENT	LI_01	INPUT - Input Data			188,450	
				-	2,871,560	3,020,000	148,440
525000 - Gen. Serv.-Contracted	82202 - GIS SUSTAINMENT	LI_01	SAP - SAP Data		1,618,100		
525000 - Gen. Serv.-Contracted	82202 - GIS SUSTAINMENT	LI_01	INPUT - Input Data	For Pictometry and Amazon web services.		1,039,277	
525000 - Gen. Serv.-Contracted	82206 - MAPPING SERVICES	LI_01	SAP - SAP Data		95,000		
525000 - Gen. Serv.-Contracted	82315 - ACCELA SUSTAINMENT	LI_01	SAP - SAP Data		240,000		
525000 - Gen. Serv.-Contracted	82315 - ACCELA SUSTAINMENT	LI_01	INPUT - Input Data	Avocette		280,000	
525000 - Gen. Serv.-Contracted	82318 - RES SUSTAINMENT	LI_01	SAP - SAP Data		60,000		
525000 - Gen. Serv.-Contracted	82318 - RES SUSTAINMENT	LI_01	INPUT - Input Data	FDM Adhoc changes.		30,000	
525000 - Gen. Serv.-Contracted	82319 - SAP SUSTAINMENT	LI_01	SAP - SAP Data		903,300		
525000 - Gen. Serv.-Contracted	82319 - SAP SUSTAINMENT	LI_01	INPUT - Input Data	Illumiti Sustainment Support		979,620	
525000 - Gen. Serv.-Contracted	82321 - NON-CORE SYSTEM SUSTAINMENT	LI_01	SAP - SAP Data		2,200		
525000 - Gen. Serv.-Contracted	82321 - NON-CORE SYSTEM SUSTAINMENT	LI_01	INPUT - Input Data	Clarity data upload.		2,200	
525000 - Gen. Serv.-Contracted	82331 - AS400 SUSTAINMENT	LI_01	SAP - SAP Data		122,400		
525000 - Gen. Serv.-Contracted	82331 - AS400 SUSTAINMENT	LI_01	INPUT - Input Data	Bellamy		122,400	
525000 - Gen. Serv.-Contracted	82333 - FLEXSUITE SUSTAINMENT	LI_01	SAP - SAP Data		30,000		
525000 - Gen. Serv.-Contracted	82333 - FLEXSUITE SUSTAINMENT	LI_01	INPUT - Input Data	MDSI		30,000	
				-	3,071,000	2,483,497	(587,503)
551100 - Stationary & Office Supplies	82206 - MAPPING SERVICES	LI_01	INPUT - Input Data	Plotter ink and paper as required.		2,000	
				-	-	2,000	2,000



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Information Technology / Application Services

GIS SUSTAINMENT

82202

Description of Service

This cost center includes all costs associated with sustaining the GIS system within the RMWB. It includes the licensing and maintenance fees for GIS specific software tools and technology and it also includes the cost associated with the Pictometry fly over done by Eagle View each year.

	2020 Budget	2021 Proposed Budget	Change	2022 Plan	2023 Plan
Sales and User Charges	-	200	200	200	200
Revenues:	-	200	200	200	200
Salaries Wages and Benefits	653,308	676,570	23,262	683,336	690,169
Contracted and General Services	1,694,210	1,112,042	(582,168)	1,123,162	1,134,394
Expenses:	2,347,518	1,788,612	(558,906)	1,806,498	1,824,563
NET	(2,347,518)	(1,788,412)	559,106	(1,806,298)	(1,824,363)



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Information Technology / Application Services

GIS SUSTAINMENT

82202

	2020 Budget	2021 Proposed Budget	Change
Cost Reimbursement	-	200	200
Sales and User Charges	-	200	200
Revenues:	-	200	200
Exempt Salary - Regular	54,687	55,926	1,239
CUPE Reg. Wages	495,821	513,694	17,873
CUPE OT Wages	1,000	1,000	-
CUPE Stand-By	1,000	1,000	-
Benefit Allocation	25,822	26,826	1,003
EI Expense	5,710	5,635	(75)
CPP Expense	13,723	14,960	1,237
LAPP Expense	54,104	56,206	2,102
RRSP Expense	1,441	1,324	(117)
Salaries Wages and Benefits	653,308	676,570	23,262
App Software Support	76,110	72,765	(3,345)
Gen. Serv.-Contracted	1,618,100	1,039,277	(578,823)
Contracted and General Services	1,694,210	1,112,042	(582,168)
Expenses:	2,347,518	1,788,612	(558,906)
NET	(2,347,518)	(1,788,412)	559,106



REGIONAL MUNICIPALITY OF WOOD BUFFALO 2021 PROPOSED BUDGET

Financial Services
Information Technology / Application Services

GIS SUSTAINMENT

82202

Cost Element	Cost Center	Line	Audittrail	2021 Budget Requests - Description	2020 Budget	2021 Proposed Budget	Change
449250 - Cost Reimbursement	82202 - GIS SUSTAINMENT	LI_01	INPUT - Input Data	Services provided to CUPE by IT staff.		200	
					-	200	200
511100 - Exempt Salary - Regular	82202 - GIS SUSTAINMENT	LI_01	SAP - SAP Data		54,687		
511100 - Exempt Salary - Regular	82202 - GIS SUSTAINMENT	LI_01	HEADCOUNT - Headcount			55,926	
					-	55,926	1,239
512500 - CUPE Reg. Wages	82202 - GIS SUSTAINMENT	LI_01	SAP - SAP Data		495,821		
512500 - CUPE Reg. Wages	82202 - GIS SUSTAINMENT	LI_01	HEADCOUNT - Headcount			513,694	
					-	513,694	17,873
512600 - CUPE OT Wages	82202 - GIS SUSTAINMENT	LI_01	SAP - SAP Data		1,000		
512600 - CUPE OT Wages	82202 - GIS SUSTAINMENT	LI_01	INPUT - Input Data	OT as required.		1,000	
					-	1,000	-
512610 - CUPE Stand-By	82202 - GIS SUSTAINMENT	LI_01	SAP - SAP Data		1,000		
512610 - CUPE Stand-By	82202 - GIS SUSTAINMENT	LI_01	INPUT - Input Data			1,000	
					-	1,000	-
513000 - Benefit Allocation	82202 - GIS SUSTAINMENT	LI_01	SAP - SAP Data		25,822		
513000 - Benefit Allocation	82202 - GIS SUSTAINMENT	LI_01	HEADCOUNT - Headcount			26,826	
					-	26,826	1,003
513010 - EI Expense	82202 - GIS SUSTAINMENT	LI_01	SAP - SAP Data		5,710		
513010 - EI Expense	82202 - GIS SUSTAINMENT	LI_01	HEADCOUNT - Headcount			5,635	
					-	5,635	(75)
513020 - CPP Expense	82202 - GIS SUSTAINMENT	LI_01	SAP - SAP Data		13,723		
513020 - CPP Expense	82202 - GIS SUSTAINMENT	LI_01	HEADCOUNT - Headcount			14,960	
					-	14,960	1,237
513030 - LAPP Expense	82202 - GIS SUSTAINMENT	LI_01	SAP - SAP Data		54,104		
513030 - LAPP Expense	82202 - GIS SUSTAINMENT	LI_01	HEADCOUNT - Headcount			56,206	
					-	56,206	2,102
513040 - RRSP Expense	82202 - GIS SUSTAINMENT	LI_01	SAP - SAP Data		1,441		
513040 - RRSP Expense	82202 - GIS SUSTAINMENT	LI_01	HEADCOUNT - Headcount			1,324	
					-	1,324	(117)
524210 - App Software Support	82202 - GIS SUSTAINMENT	LI_01	SAP - SAP Data		76,110		
524210 - App Software Support	82202 - GIS SUSTAINMENT	LI_01	INPUT - Input Data			72,765	
					-	72,765	(3,345)
525000 - Gen. Serv.-Contracted	82202 - GIS SUSTAINMENT	LI_01	SAP - SAP Data		1,618,100		
525000 - Gen. Serv.-Contracted	82202 - GIS SUSTAINMENT	LI_01	INPUT - Input Data	For Pictometry and Amazon web services.		1,039,277	
					-	1,039,277	(578,823)
					-	1,618,100	



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Information Technology / Application Services

MAPPING SERVICES

82206

Description of Service

The GIS group provides mapping services to most business units of the RMWB. Critical mapping services include RES; Recovery; Engineering & Planning & Development. This group also provides maps for public services such as garbage collection routes and transit routes.

	2020 Budget	2021 Proposed Budget	Change	2022 Plan	2023 Plan
Revenues:	-	-	-	-	-
Salaries Wages and Benefits	433,942	444,868	10,926	449,317	453,810
Contracted and General Services	110,650	14,700	(95,950)	14,847	14,995
Materials Goods Supplies and Utilities	-	2,000	2,000	2,020	2,040
Expenses:	544,592	461,568	(83,024)	466,184	470,846
NET	(544,592)	(461,568)	83,024	(466,184)	(470,846)



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Information Technology / Application Services

MAPPING SERVICES

82206

	2020 Budget	2021 Proposed Budget	Change
Revenues:	-	-	-
Exempt Salary - Regular	54,687	55,926	1,239
CUPE Reg. Wages	309,960	317,620	7,660
CUPE OT Wages	1,000	1,000	-
CUPE Stand-By	1,000	1,000	-
Benefit Allocation	17,113	17,580	467
EI Expense	3,782	3,717	(66)
CPP Expense	9,103	9,867	765
LAPP Expense	35,856	36,834	979
RRSP Expense	1,441	1,324	(117)
Salaries Wages and Benefits	433,942	444,868	10,926
App Software Support	15,650	14,700	(950)
Gen. Serv.-Contracted	95,000	-	(95,000)
Contracted and General Services	110,650	14,700	(95,950)
Stationary & Office Supplies	-	2,000	2,000
Materials Goods Supplies and Utilities	-	2,000	2,000
Expenses:	544,592	461,568	(83,024)
NET	(544,592)	(461,568)	83,024



REGIONAL MUNICIPALITY OF WOOD BUFFALO 2021 PROPOSED BUDGET

Financial Services
Information Technology / Application Services
MAPPING SERVICES

82206

Cost Element	Cost Center	Line	Audit trail	2021 Budget Requests - Description	2020 Budget	2021 Proposed Budget	Change
511100 - Exempt Salary - Regular	82206 - MAPPING SERVICES	LI_01	SAP - SAP Data		54,687		
511100 - Exempt Salary - Regular	82206 - MAPPING SERVICES	LI_01	HEADCOUNT - Headcount			55,926	
				-	54,687	55,926	1,239
512500 - CUPE Reg. Wages	82206 - MAPPING SERVICES	LI_01	SAP - SAP Data		309,960		
512500 - CUPE Reg. Wages	82206 - MAPPING SERVICES	LI_01	HEADCOUNT - Headcount			317,620	
				-	309,960	317,620	7,660
512600 - CUPE OT Wages	82206 - MAPPING SERVICES	LI_01	SAP - SAP Data		1,000		
512600 - CUPE OT Wages	82206 - MAPPING SERVICES	LI_01	INPUT - Input Data	OT as required.		1,000	
				-	1,000	1,000	-
512610 - CUPE Stand-By	82206 - MAPPING SERVICES	LI_01	SAP - SAP Data		1,000		
512610 - CUPE Stand-By	82206 - MAPPING SERVICES	LI_01	INPUT - Input Data			1,000	
				-	1,000	1,000	-
513000 - Benefit Allocation	82206 - MAPPING SERVICES	LI_01	SAP - SAP Data		17,113		
513000 - Benefit Allocation	82206 - MAPPING SERVICES	LI_01	HEADCOUNT - Headcount			17,580	
				-	17,113	17,580	467
513010 - EI Expense	82206 - MAPPING SERVICES	LI_01	SAP - SAP Data		3,782		
513010 - EI Expense	82206 - MAPPING SERVICES	LI_01	HEADCOUNT - Headcount			3,717	
				-	3,782	3,717	(66)
513020 - CPP Expense	82206 - MAPPING SERVICES	LI_01	SAP - SAP Data		9,103		
513020 - CPP Expense	82206 - MAPPING SERVICES	LI_01	HEADCOUNT - Headcount			9,867	
				-	9,103	9,867	765
513030 - LAPP Expense	82206 - MAPPING SERVICES	LI_01	SAP - SAP Data		35,856		
513030 - LAPP Expense	82206 - MAPPING SERVICES	LI_01	HEADCOUNT - Headcount			36,834	
				-	35,856	36,834	979
513040 - RRSP Expense	82206 - MAPPING SERVICES	LI_01	SAP - SAP Data		1,441		
513040 - RRSP Expense	82206 - MAPPING SERVICES	LI_01	HEADCOUNT - Headcount			1,324	
				-	1,441	1,324	(117)
524210 - App Software Support	82206 - MAPPING SERVICES	LI_01	SAP - SAP Data		15,650		
524210 - App Software Support	82206 - MAPPING SERVICES	LI_01	INPUT - Input Data			14,700	
				-	15,650	14,700	(950)
525000 - Gen. Serv.-Contracted	82206 - MAPPING SERVICES	LI_01	SAP - SAP Data		95,000		
				-	95,000	-	(95,000)
551100 - Stationary & Office Supplies	82206 - MAPPING SERVICES	LI_01	INPUT - Input Data	Plotter ink and paper as required.		2,000	
				-	-	2,000	2,000



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Information Technology / Application Services

ACCELA SUSTAINMENT

82315

Description of Service

Accela Sustainment - Accela is utilized by the Planning and Development team for permitting and business licensing. Includes maintenance and licensing agreements, as well as, application integration, upgrades and the introduction of new functionality.

	2020 Budget	2021 Proposed Budget	Change	2022 Plan	2023 Plan
Revenues:	-	-	-	-	-
Salaries Wages and Benefits	176,697	199,047	22,351	201,038	203,048
Contracted and General Services	413,300	461,825	48,525	466,443	471,108
Expenses:	589,997	660,872	70,876	667,481	674,156
NET	(589,997)	(660,872)	(70,876)	(667,481)	(674,156)



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Information Technology / Application Services

ACCELA SUSTAINMENT

82315

	2020 Budget	2021 Proposed Budget	Change
Revenues:	-	-	-
Exempt Salary - Regular	30,984	31,058	73
CUPE Reg. Wages	117,658	136,363	18,705
CUPE OT Wages	500	500	-
Benefit Allocation	7,017	7,905	888
EI Expense	1,466	1,619	152
CPP Expense	3,541	4,297	756
LAPP Expense	14,703	16,563	1,860
RRSP Expense	826	743	(84)
Salaries Wages and Benefits	176,697	199,047	22,351
App Software Support	173,300	181,825	8,525
Gen. Serv.-Contracted	240,000	280,000	40,000
Contracted and General Services	413,300	461,825	48,525
Expenses:	589,997	660,872	70,876
NET	(589,997)	(660,872)	(70,876)



REGIONAL MUNICIPALITY OF WOOD BUFFALO 2021 PROPOSED BUDGET

Financial Services
Information Technology / Application Services
ACCELA SUSTAINMENT

82315

Cost Element	Cost Center	Line	Audittrail	2021 Budget Requests - Description	2020 Budget	2021 Proposed Budget	Change
511100 - Exempt Salary - Regular	82315 - ACCELA SUSTAINMENT	LI_01	SAP - SAP Data		30,984		
511100 - Exempt Salary - Regular	82315 - ACCELA SUSTAINMENT	LI_01	HEADCOUNT - Headcount			31,058	
				-	30,984	31,058	73
512500 - CUPE Reg. Wages	82315 - ACCELA SUSTAINMENT	LI_01	SAP - SAP Data		117,658		
512500 - CUPE Reg. Wages	82315 - ACCELA SUSTAINMENT	LI_01	HEADCOUNT - Headcount			136,363	
				-	117,658	136,363	18,705
512600 - CUPE OT Wages	82315 - ACCELA SUSTAINMENT	LI_01	SAP - SAP Data		500		
512600 - CUPE OT Wages	82315 - ACCELA SUSTAINMENT	LI_01	INPUT - Input Data	OT as required.		500	
				-	500	500	-
513000 - Benefit Allocation	82315 - ACCELA SUSTAINMENT	LI_01	SAP - SAP Data		7,017		
513000 - Benefit Allocation	82315 - ACCELA SUSTAINMENT	LI_01	HEADCOUNT - Headcount			7,905	
				-	7,017	7,905	888
513010 - EI Expense	82315 - ACCELA SUSTAINMENT	LI_01	SAP - SAP Data		1,466		
513010 - EI Expense	82315 - ACCELA SUSTAINMENT	LI_01	HEADCOUNT - Headcount			1,619	
				-	1,466	1,619	152
513020 - CPP Expense	82315 - ACCELA SUSTAINMENT	LI_01	SAP - SAP Data		3,541		
513020 - CPP Expense	82315 - ACCELA SUSTAINMENT	LI_01	HEADCOUNT - Headcount			4,297	
				-	3,541	4,297	756
513030 - LAPP Expense	82315 - ACCELA SUSTAINMENT	LI_01	SAP - SAP Data		14,703		
513030 - LAPP Expense	82315 - ACCELA SUSTAINMENT	LI_01	HEADCOUNT - Headcount			16,563	
				-	14,703	16,563	1,860
513040 - RRSP Expense	82315 - ACCELA SUSTAINMENT	LI_01	SAP - SAP Data		826		
513040 - RRSP Expense	82315 - ACCELA SUSTAINMENT	LI_01	HEADCOUNT - Headcount			743	
				-	826	743	(84)
524210 - App Software Support	82315 - ACCELA SUSTAINMENT	LI_01	SAP - SAP Data		173,300		
524210 - App Software Support	82315 - ACCELA SUSTAINMENT	LI_01	INPUT - Input Data			181,825	
				-	173,300	181,825	8,525
525000 - Gen. Serv.-Contracted	82315 - ACCELA SUSTAINMENT	LI_01	SAP - SAP Data		240,000		
525000 - Gen. Serv.-Contracted	82315 - ACCELA SUSTAINMENT	LI_01	INPUT - Input Data	Avocette		280,000	
				-	240,000	280,000	40,000



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Information Technology / Application Services

RES SUSTAINMENT

82318

Description of Service

RES Sustainment - includes all applications utilized by RES such as FDM which is utilized for 911 dispatch and Telestaff which is an automated scheduling solution Includes licensing and maintenance.

	2020 Budget	2021 Proposed Budget	Change	2022 Plan	2023 Plan
Revenues:	-	-	-	-	-
Salaries Wages and Benefits	266,686	270,675	3,989	273,382	276,116
Contracted and General Services	222,970	224,875	1,905	227,124	229,395
Expenses:	489,656	495,550	5,894	500,506	505,511
NET	(489,656)	(495,550)	(5,894)	(500,506)	(505,511)



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Information Technology / Application Services

RES SUSTAINMENT

82318

	2020 Budget	2021 Proposed Budget	Change
Revenues:	-	-	-
Exempt Salary - Regular	60,117	61,480	1,363
CUPE Reg. Wages	164,216	165,692	1,476
CUPE OT Wages	1,000	1,000	-
Benefit Allocation	10,631	10,780	149
EI Expense	2,206	2,098	(108)
CPP Expense	4,644	5,570	926
LAPP Expense	22,274	22,587	312
RRSP Expense	1,599	1,469	(130)
Salaries Wages and Benefits	266,686	270,675	3,989
App Software Support	162,970	194,875	31,905
Gen. Serv.-Contracted	60,000	30,000	(30,000)
Contracted and General Services	222,970	224,875	1,905
Expenses:	489,656	495,550	5,894
NET	(489,656)	(495,550)	(5,894)



REGIONAL MUNICIPALITY OF WOOD BUFFALO 2021 PROPOSED BUDGET

Financial Services
Information Technology / Application Services
RES SUSTAINMENT

82318

Cost Element	Cost Center	Line	Audittrail	2021 Budget Requests - Description	2020 Budget	2021 Proposed Budget	Change
511100 - Exempt Salary - Regular	82318 - RES SUSTAINMENT	LI_01	SAP - SAP Data		60,117		
511100 - Exempt Salary - Regular	82318 - RES SUSTAINMENT	LI_01	HEADCOUNT - Headcount			61,480	
				-	60,117	61,480	1,363
512500 - CUPE Reg. Wages	82318 - RES SUSTAINMENT	LI_01	SAP - SAP Data		164,216		
512500 - CUPE Reg. Wages	82318 - RES SUSTAINMENT	LI_01	HEADCOUNT - Headcount			165,692	
				-	164,216	165,692	1,476
512600 - CUPE OT Wages	82318 - RES SUSTAINMENT	LI_01	SAP - SAP Data		1,000		
512600 - CUPE OT Wages	82318 - RES SUSTAINMENT	LI_01	INPUT - Input Data	OT as required.		1,000	
				-	1,000	1,000	-
513000 - Benefit Allocation	82318 - RES SUSTAINMENT	LI_01	SAP - SAP Data		10,631		
513000 - Benefit Allocation	82318 - RES SUSTAINMENT	LI_01	HEADCOUNT - Headcount			10,780	
				-	10,631	10,780	149
513010 - EI Expense	82318 - RES SUSTAINMENT	LI_01	SAP - SAP Data		2,206		
513010 - EI Expense	82318 - RES SUSTAINMENT	LI_01	HEADCOUNT - Headcount			2,098	
				-	2,206	2,098	(108)
513020 - CPP Expense	82318 - RES SUSTAINMENT	LI_01	SAP - SAP Data		4,644		
513020 - CPP Expense	82318 - RES SUSTAINMENT	LI_01	HEADCOUNT - Headcount			5,570	
				-	4,644	5,570	926
513030 - LAPP Expense	82318 - RES SUSTAINMENT	LI_01	SAP - SAP Data		22,274		
513030 - LAPP Expense	82318 - RES SUSTAINMENT	LI_01	HEADCOUNT - Headcount			22,587	
				-	22,274	22,587	312
513040 - RRSP Expense	82318 - RES SUSTAINMENT	LI_01	SAP - SAP Data		1,599		
513040 - RRSP Expense	82318 - RES SUSTAINMENT	LI_01	HEADCOUNT - Headcount			1,469	
				-	1,599	1,469	(130)
524210 - App Software Support	82318 - RES SUSTAINMENT	LI_01	SAP - SAP Data		162,970		
524210 - App Software Support	82318 - RES SUSTAINMENT	LI_01	INPUT - Input Data			194,875	
				-	162,970	194,875	31,905
525000 - Gen. Serv.-Contracted	82318 - RES SUSTAINMENT	LI_01	SAP - SAP Data		60,000		
525000 - Gen. Serv.-Contracted	82318 - RES SUSTAINMENT	LI_01	INPUT - Input Data	FDM Adhoc changes.		30,000	
				-	60,000	30,000	(30,000)



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Information Technology / Application Services

SAP SUSTAINMENT

82319

Description of Service

SAP Sustainment - Includes hosting, licensing and maintenance. Core modules are used by HR, Finance and Procurement.

	2020 Budget	2021 Proposed Budget	Change	2022 Plan	2023 Plan
Sales and User Charges	-	4,980	4,980	4,980	4,980
Revenues:	-	4,980	4,980	4,980	4,980
Salaries Wages and Benefits	827,436	895,607	68,171	904,563	913,609
Contracted and General Services	2,333,500	2,410,870	77,370	2,434,979	2,459,328
Expenses:	3,160,936	3,306,477	145,541	3,339,542	3,372,937
NET	(3,160,936)	(3,301,497)	(140,561)	(3,334,562)	(3,367,957)



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Information Technology / Application Services

SAP SUSTAINMENT

82319

	2020 Budget	2021 Proposed Budget	Change
Cost Reimbursement	-	4,980	4,980
Sales and User Charges	-	4,980	4,980
Revenues:	-	4,980	4,980
Exempt Salary - Regular	39,205	39,298	93
CUPE Reg. Wages	652,314	709,101	56,787
CUPE OT Wages	10,000	10,000	-
CUPE Stand-By	1,000	1,000	-
Benefit Allocation	32,799	35,491	2,691
EI Expense	6,703	6,954	250
CPP Expense	15,645	18,461	2,816
LAPP Expense	68,723	74,362	5,639
RRSP Expense	1,047	941	(106)
Salaries Wages and Benefits	827,436	895,607	68,171
App Software Support	1,430,200	1,431,250	1,050
Gen. Serv.-Contracted	903,300	979,620	76,320
Contracted and General Services	2,333,500	2,410,870	77,370
Expenses:	3,160,936	3,306,477	145,541
NET	(3,160,936)	(3,301,497)	(140,561)



REGIONAL MUNICIPALITY OF WOOD BUFFALO 2021 PROPOSED BUDGET

Financial Services
Information Technology / Application Services

SAP SUSTAINMENT

82319

Cost Element	Cost Center	Line	Audittrail	2021 Budget Requests - Description	2020 Budget	2021 Proposed Budget	Change
449250 - Cost Reimbursement	82319 - SAP SUSTAINMENT	LI_01	INPUT - Input Data	Services provided to CUPE by IT staff.	-	4,980	
					-	4,980	4,980
511100 - Exempt Salary - Regular	82319 - SAP SUSTAINMENT	LI_01	SAP - SAP Data		39,205		
511100 - Exempt Salary - Regular	82319 - SAP SUSTAINMENT	LI_01	HEADCOUNT - Headcount			39,298	
					-	39,205	93
512500 - CUPE Reg. Wages	82319 - SAP SUSTAINMENT	LI_01	SAP - SAP Data		652,314		
512500 - CUPE Reg. Wages	82319 - SAP SUSTAINMENT	LI_01	HEADCOUNT - Headcount			709,101	
					-	652,314	56,787
512600 - CUPE OT Wages	82319 - SAP SUSTAINMENT	LI_01	SAP - SAP Data		10,000		
512600 - CUPE OT Wages	82319 - SAP SUSTAINMENT	LI_01	INPUT - Input Data	OT as required.		10,000	
					-	10,000	-
512610 - CUPE Stand-By	82319 - SAP SUSTAINMENT	LI_01	SAP - SAP Data		1,000		
512610 - CUPE Stand-By	82319 - SAP SUSTAINMENT	LI_01	INPUT - Input Data			1,000	
					-	1,000	-
513000 - Benefit Allocation	82319 - SAP SUSTAINMENT	LI_01	SAP - SAP Data		32,799		
513000 - Benefit Allocation	82319 - SAP SUSTAINMENT	LI_01	HEADCOUNT - Headcount			35,491	
					-	32,799	2,691
513010 - EI Expense	82319 - SAP SUSTAINMENT	LI_01	SAP - SAP Data		6,703		
513010 - EI Expense	82319 - SAP SUSTAINMENT	LI_01	HEADCOUNT - Headcount			6,954	
					-	6,703	250
513020 - CPP Expense	82319 - SAP SUSTAINMENT	LI_01	SAP - SAP Data		15,645		
513020 - CPP Expense	82319 - SAP SUSTAINMENT	LI_01	HEADCOUNT - Headcount			18,461	
					-	15,645	2,816
513030 - LAPP Expense	82319 - SAP SUSTAINMENT	LI_01	SAP - SAP Data		68,723		
513030 - LAPP Expense	82319 - SAP SUSTAINMENT	LI_01	HEADCOUNT - Headcount			74,362	
					-	68,723	5,639
513040 - RRSP Expense	82319 - SAP SUSTAINMENT	LI_01	SAP - SAP Data		1,047		
513040 - RRSP Expense	82319 - SAP SUSTAINMENT	LI_01	HEADCOUNT - Headcount			941	
					-	1,047	(106)
524210 - App Software Support	82319 - SAP SUSTAINMENT	LI_01	SAP - SAP Data		1,430,200		
524210 - App Software Support	82319 - SAP SUSTAINMENT	LI_01	INPUT - Input Data			1,431,250	
					-	1,430,200	1,050
525000 - Gen. Serv.-Contracted	82319 - SAP SUSTAINMENT	LI_01	SAP - SAP Data		903,300		
525000 - Gen. Serv.-Contracted	82319 - SAP SUSTAINMENT	LI_01	INPUT - Input Data	Ilumiti Sustainment Support		979,620	
					-	903,300	76,320



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Information Technology / Application Services

NON-CORE SYSTEM SUSTAINMENT

82321

Description of Service

Non-CORE Sustainment - Includes hosting, licensing and maintenance. There are many 3rd party applications as well as those that are developed and maintained in house. These applications are used by various different departments across the organization i.e. Pulse & Pulse Online.

	2020 Budget	2021 Proposed Budget	Change	2022 Plan	2023 Plan
Revenues:	-	-	-	-	-
Salaries Wages and Benefits	1,408,175	1,457,386	49,211	1,471,960	1,486,679
Contracted and General Services	1,249,430	1,140,725	(108,705)	1,152,132	1,163,654
Expenses:	2,657,605	2,598,111	(59,494)	2,624,092	2,650,333
NET	(2,657,605)	(2,598,111)	59,494	(2,624,092)	(2,650,333)



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Information Technology / Application Services

NON-CORE SYSTEM SUSTAINMENT

82321

	2020 Budget	2021 Proposed Budget	Change
Revenues:	-	-	-
Exempt Salary - Regular	91,101	92,538	1,437
CUPE Reg. Wages	1,100,359	1,137,864	37,505
CUPE OT Wages	2,000	2,000	-
Benefit Allocation	56,294	58,241	1,946
EI Expense	11,618	11,629	11
CPP Expense	26,427	30,875	4,448
LAPP Expense	117,950	122,028	4,078
RRSP Expense	2,425	2,211	(213)
Salaries Wages and Benefits	1,408,175	1,457,386	49,211
Computer Software	475,000	280,000	(195,000)
App Software Support	772,230	858,525	86,295
Gen. Serv.-Contracted	2,200	2,200	-
Contracted and General Services	1,249,430	1,140,725	(108,705)
Expenses:	2,657,605	2,598,111	(59,494)
NET	(2,657,605)	(2,598,111)	59,494



REGIONAL MUNICIPALITY OF WOOD BUFFALO 2021 PROPOSED BUDGET

Financial Services
Information Technology / Application Services
NON-CORE SYSTEM SUSTAINMENT

82321

Cost Element	Cost Center	Line	Audittrail	2021 Budget Requests - Description	2020 Budget	2021 Proposed Budget	Change
511100 - Exempt Salary - Regular	82321 - NON-CORE SYSTEM SUSTAINMENT	LI_01	SAP - SAP Data		91,101		
511100 - Exempt Salary - Regular	82321 - NON-CORE SYSTEM SUSTAINMENT	LI_01	HEADCOUNT - Headcount			92,538	
				-	91,101	92,538	1,437
512500 - CUPE Reg. Wages	82321 - NON-CORE SYSTEM SUSTAINMENT	LI_01	SAP - SAP Data		1,100,359		
512500 - CUPE Reg. Wages	82321 - NON-CORE SYSTEM SUSTAINMENT	LI_01	HEADCOUNT - Headcount			1,137,864	
				-	1,100,359	1,137,864	37,505
512600 - CUPE OT Wages	82321 - NON-CORE SYSTEM SUSTAINMENT	LI_01	SAP - SAP Data		2,000		
512600 - CUPE OT Wages	82321 - NON-CORE SYSTEM SUSTAINMENT	LI_01	INPUT - Input Data	OT as required.		2,000	
				-	2,000	2,000	-
513000 - Benefit Allocation	82321 - NON-CORE SYSTEM SUSTAINMENT	LI_01	SAP - SAP Data		56,294		
513000 - Benefit Allocation	82321 - NON-CORE SYSTEM SUSTAINMENT	LI_01	HEADCOUNT - Headcount			58,241	
				-	56,294	58,241	1,946
513010 - EI Expense	82321 - NON-CORE SYSTEM SUSTAINMENT	LI_01	SAP - SAP Data		11,618		
513010 - EI Expense	82321 - NON-CORE SYSTEM SUSTAINMENT	LI_01	HEADCOUNT - Headcount			11,629	
				-	11,618	11,629	11
513020 - CPP Expense	82321 - NON-CORE SYSTEM SUSTAINMENT	LI_01	SAP - SAP Data		26,427		
513020 - CPP Expense	82321 - NON-CORE SYSTEM SUSTAINMENT	LI_01	HEADCOUNT - Headcount			30,875	
				-	26,427	30,875	4,448
513030 - LAPP Expense	82321 - NON-CORE SYSTEM SUSTAINMENT	LI_01	SAP - SAP Data		117,950		
513030 - LAPP Expense	82321 - NON-CORE SYSTEM SUSTAINMENT	LI_01	HEADCOUNT - Headcount			122,028	
				-	117,950	122,028	4,078
513040 - RRSP Expense	82321 - NON-CORE SYSTEM SUSTAINMENT	LI_01	SAP - SAP Data		2,425		
513040 - RRSP Expense	82321 - NON-CORE SYSTEM SUSTAINMENT	LI_01	HEADCOUNT - Headcount			2,211	
				-	2,425	2,211	(213)
524200 - Computer Software	82321 - NON-CORE SYSTEM SUSTAINMENT	LI_01	SAP - SAP Data		475,000		
524200 - Computer Software	82321 - NON-CORE SYSTEM SUSTAINMENT	LI_01	INPUT - Input Data			280,000	
				-	475,000	280,000	(195,000)
524210 - App Software Support	82321 - NON-CORE SYSTEM SUSTAINMENT	LI_01	SAP - SAP Data		772,230		
524210 - App Software Support	82321 - NON-CORE SYSTEM SUSTAINMENT	LI_01	INPUT - Input Data			858,525	
				-	772,230	858,525	86,295
525000 - Gen. Serv.-Contracted	82321 - NON-CORE SYSTEM SUSTAINMENT	LI_01	SAP - SAP Data		2,200		
525000 - Gen. Serv.-Contracted	82321 - NON-CORE SYSTEM SUSTAINMENT	LI_01	INPUT - Input Data	Clarity data upload.		2,200	
				-	2,200	2,200	-



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Information Technology / Application Services

AS400 SUSTAINMENT

82331

Description of Service

AS400 Sustainment - While this is mainly utilized by Finance for Accounts Receivable, it also includes information such as Bylaw ticketing and Municipal cemeteries. Includes hosting, licensing and maintenance. There are plans to migrate the remaining AS400 functions to newer applications.

	2020 Budget	2021 Proposed Budget	Change	2022 Plan	2023 Plan
Revenues:	-	-	-	-	-
Salaries Wages and Benefits	27,068	27,131	63	27,402	27,676
Contracted and General Services	178,500	180,400	1,900	182,204	184,026
Expenses:	205,568	207,531	1,963	209,606	211,702
NET	(205,568)	(207,531)	(1,963)	(209,606)	(211,702)



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Information Technology / Application Services

AS400 SUSTAINMENT

82331

	2020 Budget	2021 Proposed Budget	Change
Revenues:	-	-	-
Exempt Salary - Regular	15,809	15,846	38
CUPE Reg. Wages	6,432	6,432	0
CUPE Stand-By	500	500	-
Benefit Allocation	1,069	1,071	2
EI Expense	178	180	2
CPP Expense	417	477	60
LAPP Expense	2,241	2,245	4
RRSP Expense	422	380	(43)
Salaries Wages and Benefits	27,068	27,131	63
Information Technology Cloud Application	56,100	58,000	1,900
Gen. Serv.-Contracted	122,400	122,400	-
Contracted and General Services	178,500	180,400	1,900
Expenses:	205,568	207,531	1,963
NET	(205,568)	(207,531)	(1,963)



REGIONAL MUNICIPALITY OF WOOD BUFFALO 2021 PROPOSED BUDGET

Financial Services
Information Technology / Application Services
AS400 SUSTAINMENT

82331

Cost Element	Cost Center	Line	Audittrail	2021 Budget Requests - Description	2020 Budget	2021 Proposed Budget	Change
511100 - Exempt Salary - Regular	82331 - AS400 SUSTAINMENT	LI_01	SAP - SAP Data		15,809		
511100 - Exempt Salary - Regular	82331 - AS400 SUSTAINMENT	LI_01	HEADCOUNT - Headcount			15,846	
				-	15,809	15,846	38
512500 - CUPE Reg. Wages	82331 - AS400 SUSTAINMENT	LI_01	SAP - SAP Data		6,432		
512500 - CUPE Reg. Wages	82331 - AS400 SUSTAINMENT	LI_01	HEADCOUNT - Headcount			6,432	
				-	6,432	6,432	0
512610 - CUPE Stand-By	82331 - AS400 SUSTAINMENT	LI_01	SAP - SAP Data		500		
512610 - CUPE Stand-By	82331 - AS400 SUSTAINMENT	LI_01	INPUT - Input Data			500	
				-	500	500	-
513000 - Benefit Allocation	82331 - AS400 SUSTAINMENT	LI_01	SAP - SAP Data		1,069		
513000 - Benefit Allocation	82331 - AS400 SUSTAINMENT	LI_01	HEADCOUNT - Headcount			1,071	
				-	1,069	1,071	2
513010 - EI Expense	82331 - AS400 SUSTAINMENT	LI_01	SAP - SAP Data		178		
513010 - EI Expense	82331 - AS400 SUSTAINMENT	LI_01	HEADCOUNT - Headcount			180	
				-	178	180	2
513020 - CPP Expense	82331 - AS400 SUSTAINMENT	LI_01	SAP - SAP Data		417		
513020 - CPP Expense	82331 - AS400 SUSTAINMENT	LI_01	HEADCOUNT - Headcount			477	
				-	417	477	60
513030 - LAPP Expense	82331 - AS400 SUSTAINMENT	LI_01	SAP - SAP Data		2,241		
513030 - LAPP Expense	82331 - AS400 SUSTAINMENT	LI_01	HEADCOUNT - Headcount			2,245	
				-	2,241	2,245	4
513040 - RRSP Expense	82331 - AS400 SUSTAINMENT	LI_01	SAP - SAP Data		422		
513040 - RRSP Expense	82331 - AS400 SUSTAINMENT	LI_01	HEADCOUNT - Headcount			380	
				-	422	380	(43)
521795 - Information Technology Cloud Applicatio	82331 - AS400 SUSTAINMENT	LI_01	SAP - SAP Data		56,100		
521795 - Information Technology Cloud Applicatio	82331 - AS400 SUSTAINMENT	LI_01	INPUT - Input Data	MidRange		58,000	
				-	56,100	58,000	1,900
525000 - Gen. Serv.-Contracted	82331 - AS400 SUSTAINMENT	LI_01	SAP - SAP Data		122,400		
525000 - Gen. Serv.-Contracted	82331 - AS400 SUSTAINMENT	LI_01	INPUT - Input Data	Bellamy		122,400	
				-	122,400	122,400	-



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Information Technology / Application Services

FLEXSUITE SUSTAINMENT

82333

Description of Service

FlexSuite Sustainment - used by Assessment and Taxation for property assessment and the production of tax notices. Includes licensing and maintenance.

	2020 Budget	2021 Proposed Budget	Change	2022 Plan	2023 Plan
Revenues:	-	-	-	-	-
Salaries Wages and Benefits	91,385	91,638	253	92,554	93,480
Contracted and General Services	95,800	107,610	11,810	108,686	109,773
Expenses:	187,185	199,248	12,063	201,240	203,253
NET	(187,185)	(199,248)	(12,063)	(201,240)	(203,253)



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Information Technology / Application Services

FLEXSUITE SUSTAINMENT

82333

	2020 Budget	2021 Proposed Budget	Change
Revenues:	-	-	-
Exempt Salary - Regular	39,205	39,298	93
CUPE Reg. Wages	37,607	37,607	0
Benefit Allocation	3,672	3,677	5
El Expense	651	659	9
CPP Expense	1,509	1,751	242
LAPP Expense	7,694	7,705	10
RRSP Expense	1,047	941	(106)
Salaries Wages and Benefits	91,385	91,638	253
App Software Support	65,800	77,610	11,810
Gen. Serv.-Contracted	30,000	30,000	-
Contracted and General Services	95,800	107,610	11,810
Expenses:	187,185	199,248	12,063
NET	(187,185)	(199,248)	(12,063)



REGIONAL MUNICIPALITY OF WOOD BUFFALO 2021 PROPOSED BUDGET

Financial Services
Information Technology / Application Services
FLEXSUITE SUSTAINMENT

82333

Cost Element	Cost Center	Line	Audittrail	2021 Budget Requests - Description	2020 Budget	2021 Proposed Budget	Change
511100 - Exempt Salary - Regular	82333 - FLEXSUITE SUSTAINMENT	LI_01	SAP - SAP Data		39,205		
511100 - Exempt Salary - Regular	82333 - FLEXSUITE SUSTAINMENT	LI_01	HEADCOUNT - Headcount			39,298	
				-	39,205	39,298	93
512500 - CUPE Reg. Wages	82333 - FLEXSUITE SUSTAINMENT	LI_01	SAP - SAP Data		37,607		
512500 - CUPE Reg. Wages	82333 - FLEXSUITE SUSTAINMENT	LI_01	HEADCOUNT - Headcount			37,607	
				-	37,607	37,607	0
513000 - Benefit Allocation	82333 - FLEXSUITE SUSTAINMENT	LI_01	SAP - SAP Data		3,672		
513000 - Benefit Allocation	82333 - FLEXSUITE SUSTAINMENT	LI_01	HEADCOUNT - Headcount			3,677	
				-	3,672	3,677	5
513010 - EI Expense	82333 - FLEXSUITE SUSTAINMENT	LI_01	SAP - SAP Data		651		
513010 - EI Expense	82333 - FLEXSUITE SUSTAINMENT	LI_01	HEADCOUNT - Headcount			659	
				-	651	659	9
513020 - CPP Expense	82333 - FLEXSUITE SUSTAINMENT	LI_01	SAP - SAP Data		1,509		
513020 - CPP Expense	82333 - FLEXSUITE SUSTAINMENT	LI_01	HEADCOUNT - Headcount			1,751	
				-	1,509	1,751	242
513030 - LAPP Expense	82333 - FLEXSUITE SUSTAINMENT	LI_01	SAP - SAP Data		7,694		
513030 - LAPP Expense	82333 - FLEXSUITE SUSTAINMENT	LI_01	HEADCOUNT - Headcount			7,705	
				-	7,694	7,705	10
513040 - RRSP Expense	82333 - FLEXSUITE SUSTAINMENT	LI_01	SAP - SAP Data		1,047		
513040 - RRSP Expense	82333 - FLEXSUITE SUSTAINMENT	LI_01	HEADCOUNT - Headcount			941	
				-	1,047	941	(106)
524210 - App Software Support	82333 - FLEXSUITE SUSTAINMENT	LI_01	SAP - SAP Data		65,800		
524210 - App Software Support	82333 - FLEXSUITE SUSTAINMENT	LI_01	INPUT - Input Data			77,610	
				-	65,800	77,610	11,810
525000 - Gen. Serv.-Contracted	82333 - FLEXSUITE SUSTAINMENT	LI_01	SAP - SAP Data		30,000		
525000 - Gen. Serv.-Contracted	82333 - FLEXSUITE SUSTAINMENT	LI_01	INPUT - Input Data	MDSI		30,000	
				-	30,000	30,000	-



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Information Technology / Application Services

OPENTEXT SUSTAINMENT

82340

Description of Service

OpenText Sustainment - This is an Enterprise Information Management application that includes hosting, licensing and maintenance. Six departments - RES, IT, Land Admin, Procurement, Legal Services and Corporate Records are utilizing this application currently.

	2020 Budget	2021 Proposed Budget	Change	2022 Plan	2023 Plan
Revenues:	-	-	-	-	-
Salaries Wages and Benefits	89,718	90,773	1,055	91,681	92,598
Contracted and General Services	175,300	188,450	13,150	190,335	192,238
Expenses:	265,018	279,223	14,205	282,015	284,835
NET	(265,018)	(279,223)	(14,205)	(282,015)	(284,835)



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Information Technology / Application Services

OPENTEXT SUSTAINMENT

82340

	2020 Budget	2021 Proposed Budget	Change
Revenues:	-	-	-
Exempt Salary - Regular	15,809	15,846	38
CUPE Reg. Wages	60,026	60,697	671
Benefit Allocation	3,588	3,625	37
EI Expense	765	719	(46)
CPP Expense	1,590	1,910	320
LAPP Expense	7,518	7,596	78
RRSP Expense	422	380	(43)
Salaries Wages and Benefits	89,718	90,773	1,055
App Software Support	175,300	188,450	13,150
Contracted and General Services	175,300	188,450	13,150
Expenses:	265,018	279,223	14,205
NET	(265,018)	(279,223)	(14,205)



REGIONAL MUNICIPALITY OF WOOD BUFFALO 2021 PROPOSED BUDGET

Financial Services
Information Technology / Application Services
OPENTEXT SUSTAINMENT

82340

Cost Element	Cost Center	Line	Audittrail	2021 Budget Requests - Description	2020 Budget	2021 Proposed Budget	Change
511100 - Exempt Salary - Regular	82340 - OPENTEXT SUSTAINMENT	LI_01	SAP - SAP Data		15,809		
511100 - Exempt Salary - Regular	82340 - OPENTEXT SUSTAINMENT	LI_01	HEADCOUNT - Headcount			15,846	
				-	15,809	15,846	38
512500 - CUPE Reg. Wages	82340 - OPENTEXT SUSTAINMENT	LI_01	SAP - SAP Data		60,026		
512500 - CUPE Reg. Wages	82340 - OPENTEXT SUSTAINMENT	LI_01	HEADCOUNT - Headcount			60,697	
				-	60,026	60,697	671
513000 - Benefit Allocation	82340 - OPENTEXT SUSTAINMENT	LI_01	SAP - SAP Data		3,588		
513000 - Benefit Allocation	82340 - OPENTEXT SUSTAINMENT	LI_01	HEADCOUNT - Headcount			3,625	
				-	3,588	3,625	37
513010 - EI Expense	82340 - OPENTEXT SUSTAINMENT	LI_01	SAP - SAP Data		765		
513010 - EI Expense	82340 - OPENTEXT SUSTAINMENT	LI_01	HEADCOUNT - Headcount			719	
				-	765	719	(46)
513020 - CPP Expense	82340 - OPENTEXT SUSTAINMENT	LI_01	SAP - SAP Data		1,590		
513020 - CPP Expense	82340 - OPENTEXT SUSTAINMENT	LI_01	HEADCOUNT - Headcount			1,910	
				-	1,590	1,910	320
513030 - LAPP Expense	82340 - OPENTEXT SUSTAINMENT	LI_01	SAP - SAP Data		7,518		
513030 - LAPP Expense	82340 - OPENTEXT SUSTAINMENT	LI_01	HEADCOUNT - Headcount			7,596	
				-	7,518	7,596	78
513040 - RRSP Expense	82340 - OPENTEXT SUSTAINMENT	LI_01	SAP - SAP Data		422		
513040 - RRSP Expense	82340 - OPENTEXT SUSTAINMENT	LI_01	HEADCOUNT - Headcount			380	
				-	422	380	(43)
524210 - App Software Support	82340 - OPENTEXT SUSTAINMENT	LI_01	SAP - SAP Data		175,300		
524210 - App Software Support	82340 - OPENTEXT SUSTAINMENT	LI_01	INPUT - Input Data			188,450	
				-	175,300	188,450	13,150



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Corporate Summary

Financial Services / Information Technology

Infrastructure Services

S_IT_IS

Description of Service

Infrastructure Services consists of the following cost centres:

82205 Communication Services

82313 Network Support

82316 Server Support

82317 Client Support

82320 Printer Services

	2020 Budget	2021 Proposed Budget	Change	2022 Plan	2023 Plan
Revenues:	-	-	-	-	-
Salaries Wages and Benefits	3,594,902	3,583,967	(10,936)	3,619,806	3,656,004
Contracted and General Services	3,921,550	4,391,002	469,452	4,434,912	4,479,261
Materials Goods Supplies and Utilities	707,200	1,313,831	606,631	1,326,969	1,340,239
Expenses:	8,223,652	9,288,800	1,065,147	9,381,688	9,475,505
NET	(8,223,652)	(9,288,800)	(1,065,147)	(9,381,688)	(9,475,505)



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Corporate Summary

Financial Services / Information Technology

Infrastructure Services

S_IT_IS

	2020 Budget	2021 Proposed Budget	Change
Revenues:	-	-	-
Exempt Salary - Regular	400,096	400,234	138
CUPE Reg. Wages	2,525,638	2,508,313	(17,325)
CUPE OT Wages	69,000	69,000	-
CUPE Stand-By	62,500	62,500	-
CUPE Shift Differential	1,200	1,200	-
Meal Allowances	1,200	1,200	-
Benefit Allocation	137,503	136,679	(824)
EI Expense	29,816	29,431	(385)
CPP Expense	69,176	79,504	10,328
LAPP Expense	288,101	286,375	(1,726)
RRSP Expense	10,672	9,530	(1,142)
Salaries Wages and Benefits	3,594,902	3,583,967	(10,936)
Business Travel	9,500	9,500	-
Training - Beneficial - Fees	900	36,190	35,290
Freight Charges	2,000	2,000	-
Telephone - Landline	569,100	508,607	(60,493)
Cable Television	6,100	23,633	17,533
Internet	579,800	621,627	41,827
Information Technology Cloud Application	208,100	208,080	(20)
Subscr. & Public.	16,500	21,000	4,500
Computer Software	362,000	263,985	(98,015)
App Software Support	1,923,050	2,229,480	306,430
Gen. Serv.-Contracted	59,900	59,900	-
Network Equip.-R&M	184,600	407,000	222,400
Contracted and General Services	3,921,550	4,391,002	469,452
Stationary & Office Supplies	333,000	321,579	(11,421)
Computer Hardware	374,200	992,252	618,052
Materials Goods Supplies and Utilities	707,200	1,313,831	606,631



REGIONAL MUNICIPALITY
OF WOOD BUFFALO

REGIONAL MUNICIPALITY OF WOOD BUFFALO 2021 PROPOSED BUDGET

Corporate Summary

Financial Services / Information Technology

Infrastructure Services

S_IT_IS

	2020 Budget	2021 Proposed Budget	Change
Expenses:	8,223,652	9,288,800	1,065,147
NET	(8,223,652)	(9,288,800)	(1,065,147)



REGIONAL MUNICIPALITY OF WOOD BUFFALO 2021 PROPOSED BUDGET

Corporate Summary
Financial Services / Information Technology
Infrastructure Services

S_IT_15

Cost Element	Cost Center	Line	Audit trail	2021 Budget Requests - Description	2020 Budget	2021 Proposed Budget	Change
511100 - Exempt Salary - Regular	82205 - COMMUNICATIONS SERVICES	LI_01	SAP - SAP Data		33,657		
511100 - Exempt Salary - Regular	82205 - COMMUNICATIONS SERVICES	LI_01	HEADCOUNT - Headcount			76,057	
511100 - Exempt Salary - Regular	82313 - NETWORK SUPPORT	LI_01	SAP - SAP Data		130,903		
511100 - Exempt Salary - Regular	82313 - NETWORK SUPPORT	LI_01	HEADCOUNT - Headcount			141,641	
511100 - Exempt Salary - Regular	82316 - SERVER SUPPORT	LI_01	SAP - SAP Data		33,657		
511100 - Exempt Salary - Regular	82316 - SERVER SUPPORT	LI_01	HEADCOUNT - Headcount			76,057	
511100 - Exempt Salary - Regular	82317 - CLIENT SUPPORT	LI_01	SAP - SAP Data		182,190		
511100 - Exempt Salary - Regular	82317 - CLIENT SUPPORT	LI_01	HEADCOUNT - Headcount			98,874	
511100 - Exempt Salary - Regular	82320 - PRINTER SERVICES	LI_01	SAP - SAP Data		19,689		
511100 - Exempt Salary - Regular	82320 - PRINTER SERVICES	LI_01	HEADCOUNT - Headcount			7,606	
				-	400,096	400,234	138
512500 - CUPE Reg. Wages	82205 - COMMUNICATIONS SERVICES	LI_01	SAP - SAP Data		129,713		
512500 - CUPE Reg. Wages	82205 - COMMUNICATIONS SERVICES	LI_01	HEADCOUNT - Headcount			129,713	
512500 - CUPE Reg. Wages	82313 - NETWORK SUPPORT	LI_01	SAP - SAP Data		505,959		
512500 - CUPE Reg. Wages	82313 - NETWORK SUPPORT	LI_01	HEADCOUNT - Headcount			507,301	
512500 - CUPE Reg. Wages	82316 - SERVER SUPPORT	LI_01	SAP - SAP Data		488,816		
512500 - CUPE Reg. Wages	82316 - SERVER SUPPORT	LI_01	HEADCOUNT - Headcount			488,816	
512500 - CUPE Reg. Wages	82317 - CLIENT SUPPORT	LI_01	SAP - SAP Data		1,390,117		
512500 - CUPE Reg. Wages	82317 - CLIENT SUPPORT	LI_01	HEADCOUNT - Headcount			1,371,451	
512500 - CUPE Reg. Wages	82320 - PRINTER SERVICES	LI_01	SAP - SAP Data		11,033		
512500 - CUPE Reg. Wages	82320 - PRINTER SERVICES	LI_01	HEADCOUNT - Headcount			11,033	
				-	2,525,638	2,508,313	(17,325)
512600 - CUPE OT Wages	82205 - COMMUNICATIONS SERVICES	LI_01	SAP - SAP Data		3,500		
512600 - CUPE OT Wages	82205 - COMMUNICATIONS SERVICES	LI_01	INPUT - Input Data	OT as required.		3,500	
512600 - CUPE OT Wages	82313 - NETWORK SUPPORT	LI_01	SAP - SAP Data		20,000		
512600 - CUPE OT Wages	82313 - NETWORK SUPPORT	LI_01	INPUT - Input Data	OT as required.		20,000	
512600 - CUPE OT Wages	82316 - SERVER SUPPORT	LI_01	SAP - SAP Data		30,000		
512600 - CUPE OT Wages	82316 - SERVER SUPPORT	LI_01	INPUT - Input Data	OT wages as required.		30,000	
512600 - CUPE OT Wages	82317 - CLIENT SUPPORT	LI_01	SAP - SAP Data		15,000		
512600 - CUPE OT Wages	82317 - CLIENT SUPPORT	LI_01	INPUT - Input Data	OT wages as required.		15,000	
512600 - CUPE OT Wages	82320 - PRINTER SERVICES	LI_01	SAP - SAP Data		500		
512600 - CUPE OT Wages	82320 - PRINTER SERVICES	LI_01	INPUT - Input Data	CUPE OT as required.		500	
				-	69,000	69,000	-
512610 - CUPE Stand-By	82205 - COMMUNICATIONS SERVICES	LI_01	SAP - SAP Data		2,000		
512610 - CUPE Stand-By	82205 - COMMUNICATIONS SERVICES	LI_01	INPUT - Input Data			2,000	
512610 - CUPE Stand-By	82313 - NETWORK SUPPORT	LI_01	SAP - SAP Data		20,000		
512610 - CUPE Stand-By	82313 - NETWORK SUPPORT	LI_01	INPUT - Input Data			20,000	
512610 - CUPE Stand-By	82316 - SERVER SUPPORT	LI_01	SAP - SAP Data		20,000		
512610 - CUPE Stand-By	82316 - SERVER SUPPORT	LI_01	INPUT - Input Data			20,000	
512610 - CUPE Stand-By	82317 - CLIENT SUPPORT	LI_01	SAP - SAP Data		20,000		
512610 - CUPE Stand-By	82317 - CLIENT SUPPORT	LI_01	INPUT - Input Data			20,000	
512610 - CUPE Stand-By	82320 - PRINTER SERVICES	LI_01	SAP - SAP Data		500		
512610 - CUPE Stand-By	82320 - PRINTER SERVICES	LI_01	INPUT - Input Data			500	
				-	62,500	62,500	-
512620 - CUPE Shift Differential	82205 - COMMUNICATIONS SERVICES	LI_01	SAP - SAP Data		100		
512620 - CUPE Shift Differential	82205 - COMMUNICATIONS SERVICES	LI_01	INPUT - Input Data			100	
512620 - CUPE Shift Differential	82316 - SERVER SUPPORT	LI_01	SAP - SAP Data		1,000		
512620 - CUPE Shift Differential	82316 - SERVER SUPPORT	LI_01	INPUT - Input Data			1,000	
512620 - CUPE Shift Differential	82317 - CLIENT SUPPORT	LI_01	SAP - SAP Data		100		
512620 - CUPE Shift Differential	82317 - CLIENT SUPPORT	LI_01	INPUT - Input Data			100	
				-	1,200	1,200	-
512630 - Meal Allowances	82205 - COMMUNICATIONS SERVICES	LI_01	SAP - SAP Data		100		
512630 - Meal Allowances	82205 - COMMUNICATIONS SERVICES	LI_01	INPUT - Input Data			100	
512630 - Meal Allowances	82313 - NETWORK SUPPORT	LI_01	SAP - SAP Data		100		
512630 - Meal Allowances	82313 - NETWORK SUPPORT	LI_01	INPUT - Input Data			100	
512630 - Meal Allowances	82316 - SERVER SUPPORT	LI_01	SAP - SAP Data		500		
512630 - Meal Allowances	82316 - SERVER SUPPORT	LI_01	INPUT - Input Data			500	
512630 - Meal Allowances	82317 - CLIENT SUPPORT	LI_01	SAP - SAP Data		500		
512630 - Meal Allowances	82317 - CLIENT SUPPORT	LI_01	INPUT - Input Data			500	
				-	1,200	1,200	-
513000 - Benefit Allocation	82205 - COMMUNICATIONS SERVICES	LI_01	SAP - SAP Data		7,660		
513000 - Benefit Allocation	82205 - COMMUNICATIONS SERVICES	LI_01	HEADCOUNT - Headcount			9,689	
513000 - Benefit Allocation	82313 - NETWORK SUPPORT	LI_01	SAP - SAP Data		30,258		
513000 - Benefit Allocation	82313 - NETWORK SUPPORT	LI_01	HEADCOUNT - Headcount			30,793	
513000 - Benefit Allocation	82316 - SERVER SUPPORT	LI_01	SAP - SAP Data		24,809		
513000 - Benefit Allocation	82316 - SERVER SUPPORT	LI_01	HEADCOUNT - Headcount			26,838	
513000 - Benefit Allocation	82317 - CLIENT SUPPORT	LI_01	SAP - SAP Data		73,308		

Cost Element	Cost Center	Line	Audittrail	2021 Budget Requests - Description	2020 Budget	2021 Proposed Budget	Change
513000 - Benefit Allocation	82317 - CLIENT SUPPORT	LI_01	HEADCOUNT - Headcount			68,478	
513000 - Benefit Allocation	82320 - PRINTER SERVICES	LI_01	SAP - SAP Data		1,469		
513000 - Benefit Allocation	82320 - PRINTER SERVICES	LI_01	HEADCOUNT - Headcount			880	
				-	137,503	136,679	(824)
513010 - EI Expense	82205 - COMMUNICATIONS SERVICES	LI_01	SAP - SAP Data		1,754		
513010 - EI Expense	82205 - COMMUNICATIONS SERVICES	LI_01	HEADCOUNT - Headcount			2,038	
513010 - EI Expense	82313 - NETWORK SUPPORT	LI_01	SAP - SAP Data		5,954		
513010 - EI Expense	82313 - NETWORK SUPPORT	LI_01	HEADCOUNT - Headcount			5,995	
513010 - EI Expense	82316 - SERVER SUPPORT	LI_01	SAP - SAP Data		4,867		
513010 - EI Expense	82316 - SERVER SUPPORT	LI_01	HEADCOUNT - Headcount			5,155	
513010 - EI Expense	82317 - CLIENT SUPPORT	LI_01	SAP - SAP Data		16,975		
513010 - EI Expense	82317 - CLIENT SUPPORT	LI_01	HEADCOUNT - Headcount			16,063	
513010 - EI Expense	82320 - PRINTER SERVICES	LI_01	SAP - SAP Data		266		
513010 - EI Expense	82320 - PRINTER SERVICES	LI_01	HEADCOUNT - Headcount			180	
				-	29,816	29,431	(385)
513020 - CPP Expense	82205 - COMMUNICATIONS SERVICES	LI_01	SAP - SAP Data		3,801		
513020 - CPP Expense	82205 - COMMUNICATIONS SERVICES	LI_01	HEADCOUNT - Headcount			5,411	
513020 - CPP Expense	82313 - NETWORK SUPPORT	LI_01	SAP - SAP Data		13,475		
513020 - CPP Expense	82313 - NETWORK SUPPORT	LI_01	HEADCOUNT - Headcount			15,915	
513020 - CPP Expense	82316 - SERVER SUPPORT	LI_01	SAP - SAP Data		11,201		
513020 - CPP Expense	82316 - SERVER SUPPORT	LI_01	HEADCOUNT - Headcount			13,687	
513020 - CPP Expense	82317 - CLIENT SUPPORT	LI_01	SAP - SAP Data		40,106		
513020 - CPP Expense	82317 - CLIENT SUPPORT	LI_01	HEADCOUNT - Headcount			44,014	
513020 - CPP Expense	82320 - PRINTER SERVICES	LI_01	SAP - SAP Data		594		
513020 - CPP Expense	82320 - PRINTER SERVICES	LI_01	HEADCOUNT - Headcount			477	
				-	69,176	79,504	10,328
513030 - LAPP Expense	82205 - COMMUNICATIONS SERVICES	LI_01	SAP - SAP Data		16,049		
513030 - LAPP Expense	82205 - COMMUNICATIONS SERVICES	LI_01	HEADCOUNT - Headcount			20,301	
513030 - LAPP Expense	82313 - NETWORK SUPPORT	LI_01	SAP - SAP Data		63,397		
513030 - LAPP Expense	82313 - NETWORK SUPPORT	LI_01	HEADCOUNT - Headcount			64,520	
513030 - LAPP Expense	82316 - SERVER SUPPORT	LI_01	SAP - SAP Data		51,981		
513030 - LAPP Expense	82316 - SERVER SUPPORT	LI_01	HEADCOUNT - Headcount			56,233	
513030 - LAPP Expense	82317 - CLIENT SUPPORT	LI_01	SAP - SAP Data		153,597		
513030 - LAPP Expense	82317 - CLIENT SUPPORT	LI_01	HEADCOUNT - Headcount			143,477	
513030 - LAPP Expense	82320 - PRINTER SERVICES	LI_01	SAP - SAP Data		3,077		
513030 - LAPP Expense	82320 - PRINTER SERVICES	LI_01	HEADCOUNT - Headcount			1,844	
				-	288,101	286,375	(1,726)
513040 - RRSP Expense	82205 - COMMUNICATIONS SERVICES	LI_01	SAP - SAP Data		904		
513040 - RRSP Expense	82205 - COMMUNICATIONS SERVICES	LI_01	HEADCOUNT - Headcount			1,815	
513040 - RRSP Expense	82313 - NETWORK SUPPORT	LI_01	SAP - SAP Data		3,489		
513040 - RRSP Expense	82313 - NETWORK SUPPORT	LI_01	HEADCOUNT - Headcount			3,358	
513040 - RRSP Expense	82316 - SERVER SUPPORT	LI_01	SAP - SAP Data		904		
513040 - RRSP Expense	82316 - SERVER SUPPORT	LI_01	HEADCOUNT - Headcount			1,815	
513040 - RRSP Expense	82317 - CLIENT SUPPORT	LI_01	SAP - SAP Data		4,849		
513040 - RRSP Expense	82317 - CLIENT SUPPORT	LI_01	HEADCOUNT - Headcount			2,360	
513040 - RRSP Expense	82320 - PRINTER SERVICES	LI_01	SAP - SAP Data		528		
513040 - RRSP Expense	82320 - PRINTER SERVICES	LI_01	HEADCOUNT - Headcount			182	
				-	10,672	9,530	(1,142)
521100 - Business Travel	82313 - NETWORK SUPPORT	LI_01	SAP - SAP Data		4,900		
521100 - Business Travel	82313 - NETWORK SUPPORT	LI_01	INPUT - Input Data	Travel to Fort Chipewyan and Q9 data center location.		4,900	
521100 - Business Travel	82316 - SERVER SUPPORT	LI_01	SAP - SAP Data		3,000		
521100 - Business Travel	82316 - SERVER SUPPORT	LI_01	INPUT - Input Data	Travel to Q9 data center location.		3,000	
521100 - Business Travel	82317 - CLIENT SUPPORT	LI_01	SAP - SAP Data		1,600		
521100 - Business Travel	82317 - CLIENT SUPPORT	LI_01	INPUT - Input Data	Travel to Fort Chipewyan.		1,600	
				-	9,500	9,500	-
521373 - Training - Beneficial - Fees	82313 - NETWORK SUPPORT	LI_01	INPUT - Input Data	Implementing Secure Solutions with Virtual Private Networks v1.0-Online-2 Staff		11,176	
521373 - Training - Beneficial - Fees	82313 - NETWORK SUPPORT	LI_02	INPUT - Input Data	Implementing Aruba Mobility -Online-1 Staff-\$3,200 US(\$4,266 CAD)		4,266	
521373 - Training - Beneficial - Fees	82316 - SERVER SUPPORT	LI_01	SAP - SAP Data		900		
521373 - Training - Beneficial - Fees	82316 - SERVER SUPPORT	LI_01	INPUT - Input Data	Cybersecurity - Administering Cisco Umbrella Operations (On-line). 1 Staff		3,114	
521373 - Training - Beneficial - Fees	82316 - SERVER SUPPORT	LI_02	INPUT - Input Data	Cybersecurity -Security Cloud Deployments with Cisco Technologies (On-line). 1 Staff		1,500	
521373 - Training - Beneficial - Fees	82316 - SERVER SUPPORT	LI_03	INPUT - Input Data	Cybersecurity - Securing Email with Cisco Email Security Appliance. 1 Staff. On-line -		750	
521373 - Training - Beneficial - Fees	82316 - SERVER SUPPORT	LI_04	INPUT - Input Data	Cybersecurity - Protecting Against Malware Threats with Cisco AMP (Online) - 1 Staff		1,000	
521373 - Training - Beneficial - Fees	82317 - CLIENT SUPPORT	LI_01	INPUT - Input Data	KACE Academy Training (On-line), for 3 staff.		6,285	
521373 - Training - Beneficial - Fees	82317 - CLIENT SUPPORT	LI_02	INPUT - Input Data	MAC Support for Windows Techs (On-line). 4 staff. \$1,650x4		6,600	
521373 - Training - Beneficial - Fees	82317 - CLIENT SUPPORT	LI_03	INPUT - Input Data	Support Center Analyst -Online- 1 Staff-		1,499	
				-	900	36,190	35,290
521500 - Freight Charges	82313 - NETWORK SUPPORT	LI_01	SAP - SAP Data		500		
521500 - Freight Charges	82313 - NETWORK SUPPORT	LI_01	INPUT - Input Data	Shipping equipment to Fort Chipewyan and Q9 data center location.		500	
521500 - Freight Charges	82316 - SERVER SUPPORT	LI_01	SAP - SAP Data		500		
521500 - Freight Charges	82316 - SERVER SUPPORT	LI_01	INPUT - Input Data	Shipping equipment to Q9 data center location.		500	
521500 - Freight Charges	82317 - CLIENT SUPPORT	LI_01	SAP - SAP Data		1,000		
521500 - Freight Charges	82317 - CLIENT SUPPORT	LI_01	INPUT - Input Data	Shipping to Fort Chipewyan.		1,000	
				-	2,000	2,000	-

Cost Element	Cost Center	Line	Audittrail	2021 Budget Requests - Description	2020 Budget	2021 Proposed Budget	Change
521700 - Telephone - Landline	82205 - COMMUNICATIONS SERVICES	LI_01	SAP - SAP Data	Landline and other telephony requests.	568,900	508,407	
521700 - Telephone - Landline	82205 - COMMUNICATIONS SERVICES	LI_01	INPUT - Input Data				
521700 - Telephone - Landline	82313 - NETWORK SUPPORT	LI_01	SAP - SAP Data	Email to Fax service for payroll.	200	200	
521700 - Telephone - Landline	82313 - NETWORK SUPPORT	LI_01	INPUT - Input Data				
				-	569,100	508,607	(60,493)
521770 - Cable Television	82313 - NETWORK SUPPORT	LI_01	SAP - SAP Data	Muni cable services (various locations).	6,100	23,633	
521770 - Cable Television	82313 - NETWORK SUPPORT	LI_01	INPUT - Input Data				
				-	6,100	23,633	17,533
521780 - Internet	82313 - NETWORK SUPPORT	LI_01	SAP - SAP Data	Monthly internet, Axia, Arrow, Vital Care, Wan/MPLS	579,800	621,627	
521780 - Internet	82313 - NETWORK SUPPORT	LI_01	INPUT - Input Data				
				-	579,800	621,627	41,827
521795 - Information Technology Cloud Applicatio	82313 - NETWORK SUPPORT	LI_01	SAP - SAP Data	Hosted Applications.	208,100	208,080	
521795 - Information Technology Cloud Applicatio	82313 - NETWORK SUPPORT	LI_01	INPUT - Input Data				
				-	208,100	208,080	(20)
522300 - Subscr. & Public.	82316 - SERVER SUPPORT	LI_01	SAP - SAP Data	Subscriptions & Publications for Infrastructure Services	1,500		
522300 - Subscr. & Public.	82317 - CLIENT SUPPORT	LI_01	SAP - SAP Data		15,000	21,000	
522300 - Subscr. & Public.	82317 - CLIENT SUPPORT	LI_01	INPUT - Input Data				
					-	16,500	21,000
524200 - Computer Software	82313 - NETWORK SUPPORT	LI_01	SAP - SAP Data		15,000	10,000	
524200 - Computer Software	82313 - NETWORK SUPPORT	LI_01	INPUT - Input Data				
524200 - Computer Software	82316 - SERVER SUPPORT	LI_01	SAP - SAP Data		40,000	25,000	
524200 - Computer Software	82316 - SERVER SUPPORT	LI_01	INPUT - Input Data				
524200 - Computer Software	82317 - CLIENT SUPPORT	LI_01	SAP - SAP Data		307,000	228,985	
524200 - Computer Software	82317 - CLIENT SUPPORT	LI_01	INPUT - Input Data				
				-	362,000	263,985	(98,015)
524210 - App Software Support	82205 - COMMUNICATIONS SERVICES	LI_01	SAP - SAP Data		57,400	8,300	
524210 - App Software Support	82205 - COMMUNICATIONS SERVICES	LI_01	INPUT - Input Data				
524210 - App Software Support	82313 - NETWORK SUPPORT	LI_01	SAP - SAP Data	Maintenance of existing licenses.	69,600	47,080	
524210 - App Software Support	82313 - NETWORK SUPPORT	LI_01	INPUT - Input Data				
524210 - App Software Support	82316 - SERVER SUPPORT	LI_01	SAP - SAP Data	Maintenance of existing licenses.	836,000	1,105,399	
524210 - App Software Support	82316 - SERVER SUPPORT	LI_01	INPUT - Input Data				
524210 - App Software Support	82317 - CLIENT SUPPORT	LI_01	SAP - SAP Data		950,850	1,059,501	
524210 - App Software Support	82317 - CLIENT SUPPORT	LI_01	INPUT - Input Data				
524210 - App Software Support	82320 - PRINTER SERVICES	LI_01	SAP - SAP Data		9,200	9,200	
524210 - App Software Support	82320 - PRINTER SERVICES	LI_01	INPUT - Input Data				
				-	1,923,050	2,229,480	306,430
525000 - Gen. Serv.-Contracted	82205 - COMMUNICATIONS SERVICES	LI_01	SAP - SAP Data	AV support - Council Chambers.	9,900	9,900	
525000 - Gen. Serv.-Contracted	82205 - COMMUNICATIONS SERVICES	LI_01	INPUT - Input Data				
525000 - Gen. Serv.-Contracted	82316 - SERVER SUPPORT	LI_01	SAP - SAP Data	Server support (SOULT)	50,000	50,000	
525000 - Gen. Serv.-Contracted	82316 - SERVER SUPPORT	LI_01	INPUT - Input Data				
				-	59,900	59,900	-
525330 - Network Equip.-R&M	82313 - NETWORK SUPPORT	LI_01	SAP - SAP Data	Equipment repair, Programming/changes, new devices.	184,600	407,000	
525330 - Network Equip.-R&M	82313 - NETWORK SUPPORT	LI_01	INPUT - Input Data				
				-	184,600	407,000	222,400
551100 - Stationary & Office Supplies	82320 - PRINTER SERVICES	LI_01	SAP - SAP Data	Copier printer supplies, paper, plotters, scanners, etc.	333,000	321,579	
551100 - Stationary & Office Supplies	82320 - PRINTER SERVICES	LI_01	INPUT - Input Data				
				-	333,000	321,579	(11,421)
563100 - Computer Hardware	82317 - CLIENT SUPPORT	LI_01	SAP - SAP Data	IT Computer hardware.	374,200	992,252	
563100 - Computer Hardware	82317 - CLIENT SUPPORT	LI_01	INPUT - Input Data				
				-	374,200	992,252	618,052



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Information Technology / Infrastructure Services

COMMUNICATIONS SERVICES

82205

Description of Service

The Communication Service in IT represents the costs associated to all the landline, radio tower leasing, utility alarm monitoring, and residential-quality Internet (ADSL) services utilized by all departments in the organization.

	2020 Budget	2021 Proposed Budget	Change	2022 Plan	2023 Plan
Revenues:	-	-	-	-	-
Salaries Wages and Benefits	199,236	250,724	51,488	253,231	255,763
Contracted and General Services	636,200	526,607	(109,593)	531,873	537,192
Expenses:	835,436	777,331	(58,105)	785,104	792,955
NET	(835,436)	(777,331)	58,105	(785,104)	(792,955)



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Information Technology / Infrastructure Services

COMMUNICATIONS SERVICES

82205

	2020 Budget	2021 Proposed Budget	Change
Revenues:	-	-	-
Exempt Salary - Regular	33,657	76,057	42,400
CUPE Reg. Wages	129,713	129,713	(0)
CUPE OT Wages	3,500	3,500	-
CUPE Stand-By	2,000	2,000	-
CUPE Shift Differential	100	100	-
Meal Allowances	100	100	-
Benefit Allocation	7,660	9,689	2,029
EI Expense	1,754	2,038	284
CPP Expense	3,801	5,411	1,611
LAPP Expense	16,049	20,301	4,252
RRSP Expense	904	1,815	912
Salaries Wages and Benefits	199,236	250,724	51,488
Telephone - Landline	568,900	508,407	(60,493)
App Software Support	57,400	8,300	(49,100)
Gen. Serv.-Contracted	9,900	9,900	-
Contracted and General Services	636,200	526,607	(109,593)
Expenses:	835,436	777,331	(58,105)
NET	(835,436)	(777,331)	58,105



REGIONAL MUNICIPALITY OF WOOD BUFFALO 2021 PROPOSED BUDGET

Financial Services
Information Technology / Infrastructure Services
COMMUNICATIONS SERVICES

82205

Cost Element	Cost Center	Line	Audit trail	2021 Budget Requests - Description	2020 Budget	2021 Proposed Budget	Change
511100 - Exempt Salary - Regular	82205 - COMMUNICATIONS SERVICES	LI_01	SAP - SAP Data		33,657		
511100 - Exempt Salary - Regular	82205 - COMMUNICATIONS SERVICES	LI_01	HEADCOUNT - Headcount			76,057	
				-	33,657	76,057	42,400
512500 - CUPE Reg. Wages	82205 - COMMUNICATIONS SERVICES	LI_01	SAP - SAP Data		129,713		
512500 - CUPE Reg. Wages	82205 - COMMUNICATIONS SERVICES	LI_01	HEADCOUNT - Headcount			129,713	
				-	129,713	129,713	(0)
512600 - CUPE OT Wages	82205 - COMMUNICATIONS SERVICES	LI_01	SAP - SAP Data		3,500		
512600 - CUPE OT Wages	82205 - COMMUNICATIONS SERVICES	LI_01	INPUT - Input Data	OT as required.		3,500	
				-	3,500	3,500	-
512610 - CUPE Stand-By	82205 - COMMUNICATIONS SERVICES	LI_01	SAP - SAP Data		2,000		
512610 - CUPE Stand-By	82205 - COMMUNICATIONS SERVICES	LI_01	INPUT - Input Data			2,000	
				-	2,000	2,000	-
512620 - CUPE Shift Differential	82205 - COMMUNICATIONS SERVICES	LI_01	SAP - SAP Data		100		
512620 - CUPE Shift Differential	82205 - COMMUNICATIONS SERVICES	LI_01	INPUT - Input Data			100	
				-	100	100	-
512630 - Meal Allowances	82205 - COMMUNICATIONS SERVICES	LI_01	SAP - SAP Data		100		
512630 - Meal Allowances	82205 - COMMUNICATIONS SERVICES	LI_01	INPUT - Input Data			100	
				-	100	100	-
513000 - Benefit Allocation	82205 - COMMUNICATIONS SERVICES	LI_01	SAP - SAP Data		7,660		
513000 - Benefit Allocation	82205 - COMMUNICATIONS SERVICES	LI_01	HEADCOUNT - Headcount			9,689	
				-	7,660	9,689	2,029
513010 - EI Expense	82205 - COMMUNICATIONS SERVICES	LI_01	SAP - SAP Data		1,754		
513010 - EI Expense	82205 - COMMUNICATIONS SERVICES	LI_01	HEADCOUNT - Headcount			2,038	
				-	1,754	2,038	284
513020 - CPP Expense	82205 - COMMUNICATIONS SERVICES	LI_01	SAP - SAP Data		3,801		
513020 - CPP Expense	82205 - COMMUNICATIONS SERVICES	LI_01	HEADCOUNT - Headcount			5,411	
				-	3,801	5,411	1,611
513030 - LAPP Expense	82205 - COMMUNICATIONS SERVICES	LI_01	SAP - SAP Data		16,049		
513030 - LAPP Expense	82205 - COMMUNICATIONS SERVICES	LI_01	HEADCOUNT - Headcount			20,301	
				-	16,049	20,301	4,252
513040 - RRSP Expense	82205 - COMMUNICATIONS SERVICES	LI_01	SAP - SAP Data		904		
513040 - RRSP Expense	82205 - COMMUNICATIONS SERVICES	LI_01	HEADCOUNT - Headcount			1,815	
				-	904	1,815	912
521700 - Telephone - Landline	82205 - COMMUNICATIONS SERVICES	LI_01	SAP - SAP Data		568,900		
521700 - Telephone - Landline	82205 - COMMUNICATIONS SERVICES	LI_01	INPUT - Input Data	Landline and other telephony requests.		508,407	
				-	568,900	508,407	(60,493)
524210 - App Software Support	82205 - COMMUNICATIONS SERVICES	LI_01	SAP - SAP Data		57,400		
524210 - App Software Support	82205 - COMMUNICATIONS SERVICES	LI_01	INPUT - Input Data			8,300	
				-	57,400	8,300	(49,100)
525000 - Gen. Serv.-Contracted	82205 - COMMUNICATIONS SERVICES	LI_01	SAP - SAP Data		9,900		
525000 - Gen. Serv.-Contracted	82205 - COMMUNICATIONS SERVICES	LI_01	INPUT - Input Data	AV support - Council Chambers.		9,900	
				-	9,900	9,900	-



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Information Technology / Infrastructure Services

NETWORK SUPPORT

82313

Description of Service

Network Services enables all of the back-end IT components that interconnect all our physical sites. The costs associated to this service include 1) the Wide Area Network (WAN), Local Area Network (LAN), and Wi-Fi service and management costs, 2) off-site data center hosting charges, 3) and equipment repair and programming charges.

	2020 Budget	2021 Proposed Budget	Change	2022 Plan	2023 Plan
Revenues:	-	-	-	-	-
Salaries Wages and Benefits	793,534	809,622	16,089	817,719	825,896
Contracted and General Services	1,068,800	1,338,462	269,662	1,351,847	1,365,365
Expenses:	1,862,334	2,148,084	285,751	2,169,565	2,191,261
NET	(1,862,334)	(2,148,084)	(285,751)	(2,169,565)	(2,191,261)



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Information Technology / Infrastructure Services

NETWORK SUPPORT

82313

	2020 Budget	2021 Proposed Budget	Change
Revenues:	-	-	-
Exempt Salary - Regular	130,903	141,641	10,738
CUPE Reg. Wages	505,959	507,301	1,342
CUPE OT Wages	20,000	20,000	-
CUPE Stand-By	20,000	20,000	-
Meal Allowances	100	100	-
Benefit Allocation	30,258	30,793	536
EI Expense	5,954	5,995	41
CPP Expense	13,475	15,915	2,440
LAPP Expense	63,397	64,520	1,123
RRSP Expense	3,489	3,358	(130)
Salaries Wages and Benefits	793,534	809,622	16,089
Business Travel	4,900	4,900	-
Training - Beneficial - Fees	-	15,442	15,442
Freight Charges	500	500	-
Telephone - Landline	200	200	-
Cable Television	6,100	23,633	17,533
Internet	579,800	621,627	41,827
Information Technology Cloud Application	208,100	208,080	(20)
Computer Software	15,000	10,000	(5,000)
App Software Support	69,600	47,080	(22,520)
Network Equip.-R&M	184,600	407,000	222,400
Contracted and General Services	1,068,800	1,338,462	269,662
Expenses:	1,862,334	2,148,084	285,751
NET	(1,862,334)	(2,148,084)	(285,751)



REGIONAL MUNICIPALITY OF WOOD BUFFALO 2021 PROPOSED BUDGET

Financial Services
Information Technology / Infrastructure Services
NETWORK SUPPORT

82313

Cost Element	Cost Center	Line	Audittrail	2021 Budget Requests - Description	2020 Budget	2021 Proposed Budget	Change
511100 - Exempt Salary - Regular	82313 - NETWORK SUPPORT	LI_01	SAP - SAP Data		130,903		
511100 - Exempt Salary - Regular	82313 - NETWORK SUPPORT	LI_01	HEADCOUNT - Headcount			141,641	
				-	130,903	141,641	10,738
512500 - CUPE Reg. Wages	82313 - NETWORK SUPPORT	LI_01	SAP - SAP Data		505,959		
512500 - CUPE Reg. Wages	82313 - NETWORK SUPPORT	LI_01	HEADCOUNT - Headcount			507,301	
				-	505,959	507,301	1,342
512600 - CUPE OT Wages	82313 - NETWORK SUPPORT	LI_01	SAP - SAP Data		20,000		
512600 - CUPE OT Wages	82313 - NETWORK SUPPORT	LI_01	INPUT - Input Data	OT as required.		20,000	
				-	20,000	20,000	-
512610 - CUPE Stand-By	82313 - NETWORK SUPPORT	LI_01	SAP - SAP Data		20,000		
512610 - CUPE Stand-By	82313 - NETWORK SUPPORT	LI_01	INPUT - Input Data			20,000	
				-	20,000	20,000	-
512630 - Meal Allowances	82313 - NETWORK SUPPORT	LI_01	SAP - SAP Data		100		
512630 - Meal Allowances	82313 - NETWORK SUPPORT	LI_01	INPUT - Input Data			100	
				-	100	100	-
513000 - Benefit Allocation	82313 - NETWORK SUPPORT	LI_01	SAP - SAP Data		30,258		
513000 - Benefit Allocation	82313 - NETWORK SUPPORT	LI_01	HEADCOUNT - Headcount			30,793	
				-	30,258	30,793	536
513010 - EI Expense	82313 - NETWORK SUPPORT	LI_01	SAP - SAP Data		5,954		
513010 - EI Expense	82313 - NETWORK SUPPORT	LI_01	HEADCOUNT - Headcount			5,995	
				-	5,954	5,995	41
513020 - CPP Expense	82313 - NETWORK SUPPORT	LI_01	SAP - SAP Data		13,475		
513020 - CPP Expense	82313 - NETWORK SUPPORT	LI_01	HEADCOUNT - Headcount			15,915	
				-	13,475	15,915	2,440
513030 - LAPP Expense	82313 - NETWORK SUPPORT	LI_01	SAP - SAP Data		63,397		
513030 - LAPP Expense	82313 - NETWORK SUPPORT	LI_01	HEADCOUNT - Headcount			64,520	
				-	63,397	64,520	1,123
513040 - RRSP Expense	82313 - NETWORK SUPPORT	LI_01	SAP - SAP Data		3,489		
513040 - RRSP Expense	82313 - NETWORK SUPPORT	LI_01	HEADCOUNT - Headcount			3,358	
				-	3,489	3,358	(130)
521100 - Business Travel	82313 - NETWORK SUPPORT	LI_01	SAP - SAP Data		4,900		
521100 - Business Travel	82313 - NETWORK SUPPORT	LI_01	INPUT - Input Data	Travel to Fort Chipewyan and Q9 data center location.		4,900	
				-	4,900	4,900	-
521373 - Training - Beneficial - Fees	82313 - NETWORK SUPPORT	LI_01	INPUT - Input Data	Implementing Secure Solutions with Virtual Private Networks v1.0-Online-2 Staff		11,176	
521373 - Training - Beneficial - Fees	82313 - NETWORK SUPPORT	LI_02	INPUT - Input Data	Implementing Aruba Mobility -Online-1 Staff-\$3,200 US(\$4,266 CAD)		4,266	
				-	-	15,442	15,442
521500 - Freight Charges	82313 - NETWORK SUPPORT	LI_01	SAP - SAP Data		500		
521500 - Freight Charges	82313 - NETWORK SUPPORT	LI_01	INPUT - Input Data	Shipping equipment to Fort Chipewyan and Q9 data center location.		500	
				-	500	500	-
521700 - Telephone - Landline	82313 - NETWORK SUPPORT	LI_01	SAP - SAP Data		200		
521700 - Telephone - Landline	82313 - NETWORK SUPPORT	LI_01	INPUT - Input Data	Email to Fax service for payroll.		200	
				-	200	200	-
521770 - Cable Television	82313 - NETWORK SUPPORT	LI_01	SAP - SAP Data		6,100		
521770 - Cable Television	82313 - NETWORK SUPPORT	LI_01	INPUT - Input Data	Muni cable services (various locations).		23,633	
				-	6,100	23,633	17,533
521780 - Internet	82313 - NETWORK SUPPORT	LI_01	SAP - SAP Data		579,800		
521780 - Internet	82313 - NETWORK SUPPORT	LI_01	INPUT - Input Data	Monthly internet, Axia, Arrow, Vital Care, Wan/MPLS		621,627	
				-	579,800	621,627	41,827
521795 - Information Technology Cloud Applicatio	82313 - NETWORK SUPPORT	LI_01	SAP - SAP Data		208,100		
521795 - Information Technology Cloud Applicatio	82313 - NETWORK SUPPORT	LI_01	INPUT - Input Data	Hosted Applications.		208,080	
				-	208,100	208,080	(20)
524200 - Computer Software	82313 - NETWORK SUPPORT	LI_01	SAP - SAP Data		15,000		
524200 - Computer Software	82313 - NETWORK SUPPORT	LI_01	INPUT - Input Data			10,000	
				-	15,000	10,000	(5,000)
524210 - App Software Support	82313 - NETWORK SUPPORT	LI_01	SAP - SAP Data		69,600		
524210 - App Software Support	82313 - NETWORK SUPPORT	LI_01	INPUT - Input Data	Maintenance of existing licenses.		47,080	
				-	69,600	47,080	(22,520)
525330 - Network Equip.-R&M	82313 - NETWORK SUPPORT	LI_01	SAP - SAP Data		184,600		
525330 - Network Equip.-R&M	82313 - NETWORK SUPPORT	LI_01	INPUT - Input Data	Equipment repair, Programming/changes, new devices.		407,000	
				-	184,600	407,000	222,400



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Information Technology / Infrastructure Services

SERVER SUPPORT

82316

Description of Service

This service provides support for the entire corporate server, storage, database and backup/restore infrastructure. The infrastructure is hosted in 2 locations with the majority of the infrastructure in the Calgary data center that is managed remotely. This service includes all preventative maintenance activities such as monitoring system availability, health checks, patching/updates, system optimization, & hardening to ensure the optimal performance and security of the complex corporate infrastructure. This service monitors all backup jobs for successful completion and conducts restoration tests to ensure backups can be used in the event of an emergency or unforeseen system outage. This service is also used for ad hoc requests for restoration due to accidental deletion of data and/or retrieval of archival information. This service monitors and maintains the database base management systems for all major applications including SAP, Accela, FDM, SharePoint, and Open Text.

	2020 Budget	2021 Proposed Budget	Change	2022 Plan	2023 Plan
Revenues:	-	-	-	-	-
Salaries Wages and Benefits	667,734	720,102	52,367	727,303	734,576
Contracted and General Services	931,900	1,190,263	258,363	1,202,166	1,214,187
Expenses:	1,599,634	1,910,365	310,730	1,929,469	1,948,763
NET	(1,599,634)	(1,910,365)	(310,730)	(1,929,469)	(1,948,763)



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Information Technology / Infrastructure Services

SERVER SUPPORT

82316

	2020 Budget	2021 Proposed Budget	Change
Revenues:	-	-	-
Exempt Salary - Regular	33,657	76,057	42,400
CUPE Reg. Wages	488,816	488,816	(0)
CUPE OT Wages	30,000	30,000	-
CUPE Stand-By	20,000	20,000	-
CUPE Shift Differential	1,000	1,000	-
Meal Allowances	500	500	-
Benefit Allocation	24,809	26,838	2,029
EI Expense	4,867	5,155	288
CPP Expense	11,201	13,687	2,486
LAPP Expense	51,981	56,233	4,252
RRSP Expense	904	1,815	912
Salaries Wages and Benefits	667,734	720,102	52,367
Business Travel	3,000	3,000	-
Training - Beneficial - Fees	900	6,364	5,464
Freight Charges	500	500	-
Subscr. & Public.	1,500	-	(1,500)
Computer Software	40,000	25,000	(15,000)
App Software Support	836,000	1,105,399	269,399
Gen. Serv.-Contracted	50,000	50,000	-
Contracted and General Services	931,900	1,190,263	258,363
Expenses:	1,599,634	1,910,365	310,730
NET	(1,599,634)	(1,910,365)	(310,730)



REGIONAL MUNICIPALITY OF WOOD BUFFALO 2021 PROPOSED BUDGET

Financial Services
Information Technology / Infrastructure Services
SERVER SUPPORT

82316

Cost Element	Cost Center	Line	Audittrail	2021 Budget Requests - Description	2020 Budget	2021 Proposed Budget	Change
511100 - Exempt Salary - Regular	82316 - SERVER SUPPORT	LI_01	SAP - SAP Data		33,657		
511100 - Exempt Salary - Regular	82316 - SERVER SUPPORT	LI_01	HEADCOUNT - Headcount			76,057	
				-	33,657	76,057	42,400
512500 - CUPE Reg. Wages	82316 - SERVER SUPPORT	LI_01	SAP - SAP Data		488,816		
512500 - CUPE Reg. Wages	82316 - SERVER SUPPORT	LI_01	HEADCOUNT - Headcount			488,816	
				-	488,816	488,816	(0)
512600 - CUPE OT Wages	82316 - SERVER SUPPORT	LI_01	SAP - SAP Data		30,000		
512600 - CUPE OT Wages	82316 - SERVER SUPPORT	LI_01	INPUT - Input Data	OT wages as required.		30,000	
				-	30,000	30,000	-
512610 - CUPE Stand-By	82316 - SERVER SUPPORT	LI_01	SAP - SAP Data		20,000		
512610 - CUPE Stand-By	82316 - SERVER SUPPORT	LI_01	INPUT - Input Data			20,000	
				-	20,000	20,000	-
512620 - CUPE Shift Differential	82316 - SERVER SUPPORT	LI_01	SAP - SAP Data		1,000		
512620 - CUPE Shift Differential	82316 - SERVER SUPPORT	LI_01	INPUT - Input Data			1,000	
				-	1,000	1,000	-
512630 - Meal Allowances	82316 - SERVER SUPPORT	LI_01	SAP - SAP Data		500		
512630 - Meal Allowances	82316 - SERVER SUPPORT	LI_01	INPUT - Input Data			500	
				-	500	500	-
513000 - Benefit Allocation	82316 - SERVER SUPPORT	LI_01	SAP - SAP Data		24,809		
513000 - Benefit Allocation	82316 - SERVER SUPPORT	LI_01	HEADCOUNT - Headcount			26,838	
				-	24,809	26,838	2,029
513010 - EI Expense	82316 - SERVER SUPPORT	LI_01	SAP - SAP Data		4,867		
513010 - EI Expense	82316 - SERVER SUPPORT	LI_01	HEADCOUNT - Headcount			5,155	
				-	4,867	5,155	288
513020 - CPP Expense	82316 - SERVER SUPPORT	LI_01	SAP - SAP Data		11,201		
513020 - CPP Expense	82316 - SERVER SUPPORT	LI_01	HEADCOUNT - Headcount			13,687	
				-	11,201	13,687	2,486
513030 - LAPP Expense	82316 - SERVER SUPPORT	LI_01	SAP - SAP Data		51,981		
513030 - LAPP Expense	82316 - SERVER SUPPORT	LI_01	HEADCOUNT - Headcount			56,233	
				-	51,981	56,233	4,252
513040 - RRSP Expense	82316 - SERVER SUPPORT	LI_01	SAP - SAP Data		904		
513040 - RRSP Expense	82316 - SERVER SUPPORT	LI_01	HEADCOUNT - Headcount			1,815	
				-	904	1,815	912
521100 - Business Travel	82316 - SERVER SUPPORT	LI_01	SAP - SAP Data		3,000		
521100 - Business Travel	82316 - SERVER SUPPORT	LI_01	INPUT - Input Data	Travel to Q9 data center location.		3,000	
				-	3,000	3,000	-
521373 - Training - Beneficial - Fees	82316 - SERVER SUPPORT	LI_01	SAP - SAP Data		900		
521373 - Training - Beneficial - Fees	82316 - SERVER SUPPORT	LI_01	INPUT - Input Data	Cybersecurity - Administering Cisco Umbrella Operations (On-line). 1 Staff		3,114	
521373 - Training - Beneficial - Fees	82316 - SERVER SUPPORT	LI_02	INPUT - Input Data	Cybersecurity -Security Cloud Deployments with Cisco Technologies (On-line). 1 Staff		1,500	
521373 - Training - Beneficial - Fees	82316 - SERVER SUPPORT	LI_03	INPUT - Input Data	Cybersecurity - Securing Email with Cisco Email Security Appliance. 1 Staff. On-line -		750	
521373 - Training - Beneficial - Fees	82316 - SERVER SUPPORT	LI_04	INPUT - Input Data	Cybersecurity - Protecting Against Malware Threats with Cisco AMP (Online) - 1 Staff		1,000	
				-	900	6,364	5,464
521500 - Freight Charges	82316 - SERVER SUPPORT	LI_01	SAP - SAP Data		500		
521500 - Freight Charges	82316 - SERVER SUPPORT	LI_01	INPUT - Input Data	Shipping equipment to Q9 data center location.		500	
				-	500	500	-
522300 - Subscr. & Public.	82316 - SERVER SUPPORT	LI_01	SAP - SAP Data		1,500		
				-	1,500	-	(1,500)
524200 - Computer Software	82316 - SERVER SUPPORT	LI_01	SAP - SAP Data		40,000		
524200 - Computer Software	82316 - SERVER SUPPORT	LI_01	INPUT - Input Data			25,000	
				-	40,000	25,000	(15,000)
524210 - App Software Support	82316 - SERVER SUPPORT	LI_01	SAP - SAP Data		836,000		
524210 - App Software Support	82316 - SERVER SUPPORT	LI_01	INPUT - Input Data	Maintenance of existing licenses.		1,105,399	
				-	836,000	1,105,399	269,399
525000 - Gen. Serv.-Contracted	82316 - SERVER SUPPORT	LI_01	SAP - SAP Data		50,000		
525000 - Gen. Serv.-Contracted	82316 - SERVER SUPPORT	LI_01	INPUT - Input Data	Server support (SOULT)		50,000	
				-	50,000	50,000	-



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Information Technology / Infrastructure Services

CLIENT SUPPORT

82317

Description of Service

The IT Service Desk is the single point of contact responsible for 1) receiving and triaging all Information Technology incidents and requests for service, 2) actioning those incidents and requests (Tier 1 support) and/or 3) escalating the requests to other IT groups for resolution or fulfillment.

The IT Service Desk consists of 3 staff that receive all incidents and requests via email, telephone, or the online self reporting tool and track all incidents and requests in the central ticketing system.

The technical support of end user equipment is responsibility of the PC Technician role. The PC Technicians are responsible for the installation, configuration, maintenance (patching) and troubleshooting of all client hardware (PCs, laptops and peripherals such as desktop printers and scanners, monitors, keyboards, etc.) and desktop software (office products, adobe, browsers, autoCAD, etc.). The PC Technician is also responsible for life cycling equipment and ensuring antivirus and antimalware software is functioning correctly and they respond to any incidents of virus/malware threats.

The IT Service Desk and technical support is critical in the delivery of the Client Support service.

The client support service represents the IT Service Desk function and technical support of end user equipment.

	2020 Budget	2021 Proposed Budget	Change	2022 Plan	2023 Plan
Revenues:	-	-	-	-	-
Salaries Wages and Benefits	1,896,743	1,780,317	(116,426)	1,798,120	1,816,101
Contracted and General Services	1,275,450	1,326,470	51,020	1,339,735	1,353,132
Materials Goods Supplies and Utilities	374,200	992,252	618,052	1,002,175	1,012,196
Expenses:	3,546,393	4,099,039	552,646	4,140,029	4,181,429
NET	(3,546,393)	(4,099,039)	(552,646)	(4,140,029)	(4,181,429)



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Information Technology / Infrastructure Services

CLIENT SUPPORT

82317

	2020 Budget	2021 Proposed Budget	Change
Revenues:	-	-	-
Exempt Salary - Regular	182,190	98,874	(83,317)
CUPE Reg. Wages	1,390,117	1,371,451	(18,667)
CUPE OT Wages	15,000	15,000	-
CUPE Stand-By	20,000	20,000	-
CUPE Shift Differential	100	100	-
Meal Allowances	500	500	-
Benefit Allocation	73,308	68,478	(4,830)
EI Expense	16,975	16,063	(912)
CPP Expense	40,106	44,014	3,908
LAPP Expense	153,597	143,477	(10,120)
RRSP Expense	4,849	2,360	(2,489)
Salaries Wages and Benefits	1,896,743	1,780,317	(116,426)
Business Travel	1,600	1,600	-
Training - Beneficial - Fees	-	14,384	14,384
Freight Charges	1,000	1,000	-
Subscr. & Public.	15,000	21,000	6,000
Computer Software	307,000	228,985	(78,015)
App Software Support	950,850	1,059,501	108,651
Contracted and General Services	1,275,450	1,326,470	51,020
Computer Hardware	374,200	992,252	618,052
Materials Goods Supplies and Utilities	374,200	992,252	618,052
Expenses:	3,546,393	4,099,039	552,646
NET	(3,546,393)	(4,099,039)	(552,646)



REGIONAL MUNICIPALITY OF WOOD BUFFALO 2021 PROPOSED BUDGET

Financial Services
Information Technology / Infrastructure Services
CLIENT SUPPORT

82317

Cost Element	Cost Center	Line	Audittrail	2021 Budget Requests - Description	2020 Budget	2021 Proposed Budget	Change
511100 - Exempt Salary - Regular	82317 - CLIENT SUPPORT	LI_01	SAP - SAP Data		182,190		
511100 - Exempt Salary - Regular	82317 - CLIENT SUPPORT	LI_01	HEADCOUNT - Headcount			98,874	
				-	182,190	98,874	(83,317)
512500 - CUPE Reg. Wages	82317 - CLIENT SUPPORT	LI_01	SAP - SAP Data		1,390,117		
512500 - CUPE Reg. Wages	82317 - CLIENT SUPPORT	LI_01	HEADCOUNT - Headcount			1,371,451	
				-	1,390,117	1,371,451	(18,667)
512600 - CUPE OT Wages	82317 - CLIENT SUPPORT	LI_01	SAP - SAP Data		15,000		
512600 - CUPE OT Wages	82317 - CLIENT SUPPORT	LI_01	INPUT - Input Data	OT wages as required.		15,000	
				-	15,000	15,000	-
512610 - CUPE Stand-By	82317 - CLIENT SUPPORT	LI_01	SAP - SAP Data		20,000		
512610 - CUPE Stand-By	82317 - CLIENT SUPPORT	LI_01	INPUT - Input Data			20,000	
				-	20,000	20,000	-
512620 - CUPE Shift Differential	82317 - CLIENT SUPPORT	LI_01	SAP - SAP Data		100		
512620 - CUPE Shift Differential	82317 - CLIENT SUPPORT	LI_01	INPUT - Input Data			100	
				-	100	100	-
512630 - Meal Allowances	82317 - CLIENT SUPPORT	LI_01	SAP - SAP Data		500		
512630 - Meal Allowances	82317 - CLIENT SUPPORT	LI_01	INPUT - Input Data			500	
				-	500	500	-
513000 - Benefit Allocation	82317 - CLIENT SUPPORT	LI_01	SAP - SAP Data		73,308		
513000 - Benefit Allocation	82317 - CLIENT SUPPORT	LI_01	HEADCOUNT - Headcount			68,478	
				-	73,308	68,478	(4,830)
513010 - EI Expense	82317 - CLIENT SUPPORT	LI_01	SAP - SAP Data		16,975		
513010 - EI Expense	82317 - CLIENT SUPPORT	LI_01	HEADCOUNT - Headcount			16,063	
				-	16,975	16,063	(912)
513020 - CPP Expense	82317 - CLIENT SUPPORT	LI_01	SAP - SAP Data		40,106		
513020 - CPP Expense	82317 - CLIENT SUPPORT	LI_01	HEADCOUNT - Headcount			44,014	
				-	40,106	44,014	3,908
513030 - LAPP Expense	82317 - CLIENT SUPPORT	LI_01	SAP - SAP Data		153,597		
513030 - LAPP Expense	82317 - CLIENT SUPPORT	LI_01	HEADCOUNT - Headcount			143,477	
				-	153,597	143,477	(10,120)
513040 - RRSP Expense	82317 - CLIENT SUPPORT	LI_01	SAP - SAP Data		4,849		
513040 - RRSP Expense	82317 - CLIENT SUPPORT	LI_01	HEADCOUNT - Headcount			2,360	
				-	4,849	2,360	(2,489)
521100 - Business Travel	82317 - CLIENT SUPPORT	LI_01	SAP - SAP Data		1,600		
521100 - Business Travel	82317 - CLIENT SUPPORT	LI_01	INPUT - Input Data	Travel to Fort Chipewyan.		1,600	
				-	1,600	1,600	-
521373 - Training - Beneficial - Fees	82317 - CLIENT SUPPORT	LI_01	INPUT - Input Data	KACE Academy Training (On-line), for 3 staff.		6,285	
521373 - Training - Beneficial - Fees	82317 - CLIENT SUPPORT	LI_02	INPUT - Input Data	MAC Support for Windows Techs (On-line). 4 staff. \$1,650x4		6,600	
521373 - Training - Beneficial - Fees	82317 - CLIENT SUPPORT	LI_03	INPUT - Input Data	Support Center Analyst -Online- 1 Staff-		1,499	
				-	-	14,384	14,384
521500 - Freight Charges	82317 - CLIENT SUPPORT	LI_01	SAP - SAP Data		1,000		
521500 - Freight Charges	82317 - CLIENT SUPPORT	LI_01	INPUT - Input Data	Shipping to Fort Chipewyan.		1,000	
				-	1,000	1,000	-
522300 - Subscr. & Public.	82317 - CLIENT SUPPORT	LI_01	SAP - SAP Data		15,000		
522300 - Subscr. & Public.	82317 - CLIENT SUPPORT	LI_01	INPUT - Input Data	Subscriptions & Publications for Infrastructure Services		21,000	
				-	15,000	21,000	6,000
524200 - Computer Software	82317 - CLIENT SUPPORT	LI_01	SAP - SAP Data		307,000		
524200 - Computer Software	82317 - CLIENT SUPPORT	LI_01	INPUT - Input Data			228,985	
				-	307,000	228,985	(78,015)
524210 - App Software Support	82317 - CLIENT SUPPORT	LI_01	SAP - SAP Data		950,850		
524210 - App Software Support	82317 - CLIENT SUPPORT	LI_01	INPUT - Input Data			1,059,501	
				-	950,850	1,059,501	108,651
563100 - Computer Hardware	82317 - CLIENT SUPPORT	LI_01	SAP - SAP Data		374,200		
563100 - Computer Hardware	82317 - CLIENT SUPPORT	LI_01	INPUT - Input Data	IT Computer hardware.		992,252	
				-	374,200	992,252	618,052



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Information Technology / Infrastructure Services

PRINTER SERVICES

82320

Description of Service

This service provides printer support services for the entire organization. Components of this service include preventative and corrective maintenance of all devices, lease costs, consumables (ex: toner), and paper costs. This service also includes the costs related to the implementation of software that will help the organization better manage printing costs by informing users of the cost of job and reminders for users to chose black & white verses color, etc.

	2020 Budget	2021 Proposed Budget	Change	2022 Plan	2023 Plan
Revenues:	-	-	-	-	-
Salaries Wages and Benefits	37,656	23,202	(14,454)	23,434	23,668
Contracted and General Services	9,200	9,200	-	9,292	9,385
Materials Goods Supplies and Utilities	333,000	321,579	(11,421)	324,795	328,043
Expenses:	379,856	353,981	(25,875)	357,521	361,096
NET	(379,856)	(353,981)	25,875	(357,521)	(361,096)



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Information Technology / Infrastructure Services

PRINTER SERVICES

82320

	2020 Budget	2021 Proposed Budget	Change
Revenues:	-	-	-
Exempt Salary - Regular	19,689	7,606	(12,084)
CUPE Reg. Wages	11,033	11,033	0
CUPE OT Wages	500	500	-
CUPE Stand-By	500	500	-
Benefit Allocation	1,469	880	(589)
EI Expense	266	180	(86)
CPP Expense	594	477	(116)
LAPP Expense	3,077	1,844	(1,233)
RRSP Expense	528	182	(346)
Salaries Wages and Benefits	37,656	23,202	(14,454)
App Software Support	9,200	9,200	-
Contracted and General Services	9,200	9,200	-
Stationary & Office Supplies	333,000	321,579	(11,421)
Materials Goods Supplies and Utilities	333,000	321,579	(11,421)
Expenses:	379,856	353,981	(25,875)
NET	(379,856)	(353,981)	25,875



REGIONAL MUNICIPALITY OF WOOD BUFFALO 2021 PROPOSED BUDGET

Financial Services
Information Technology / Infrastructure Services
PRINTER SERVICES

82320

Cost Element	Cost Center	Line	Audittrail	2021 Budget Requests - Description	2020 Budget	2021 Proposed Budget	Change
511100 - Exempt Salary - Regular	82320 - PRINTER SERVICES	LI_01	SAP - SAP Data		19,689		
511100 - Exempt Salary - Regular	82320 - PRINTER SERVICES	LI_01	HEADCOUNT - Headcount			7,606	
				-	19,689	7,606	(12,084)
512500 - CUPE Reg. Wages	82320 - PRINTER SERVICES	LI_01	SAP - SAP Data		11,033		
512500 - CUPE Reg. Wages	82320 - PRINTER SERVICES	LI_01	HEADCOUNT - Headcount			11,033	
				-	11,033	11,033	0
512600 - CUPE OT Wages	82320 - PRINTER SERVICES	LI_01	SAP - SAP Data		500		
512600 - CUPE OT Wages	82320 - PRINTER SERVICES	LI_01	INPUT - Input Data	CUPE OT as required.		500	
				-	500	500	-
512610 - CUPE Stand-By	82320 - PRINTER SERVICES	LI_01	SAP - SAP Data		500		
512610 - CUPE Stand-By	82320 - PRINTER SERVICES	LI_01	INPUT - Input Data			500	
				-	500	500	-
513000 - Benefit Allocation	82320 - PRINTER SERVICES	LI_01	SAP - SAP Data		1,469		
513000 - Benefit Allocation	82320 - PRINTER SERVICES	LI_01	HEADCOUNT - Headcount			880	
				-	1,469	880	(589)
513010 - EI Expense	82320 - PRINTER SERVICES	LI_01	SAP - SAP Data		266		
513010 - EI Expense	82320 - PRINTER SERVICES	LI_01	HEADCOUNT - Headcount			180	
				-	266	180	(86)
513020 - CPP Expense	82320 - PRINTER SERVICES	LI_01	SAP - SAP Data		594		
513020 - CPP Expense	82320 - PRINTER SERVICES	LI_01	HEADCOUNT - Headcount			477	
				-	594	477	(116)
513030 - LAPP Expense	82320 - PRINTER SERVICES	LI_01	SAP - SAP Data		3,077		
513030 - LAPP Expense	82320 - PRINTER SERVICES	LI_01	HEADCOUNT - Headcount			1,844	
				-	3,077	1,844	(1,233)
513040 - RRSP Expense	82320 - PRINTER SERVICES	LI_01	SAP - SAP Data		528		
513040 - RRSP Expense	82320 - PRINTER SERVICES	LI_01	HEADCOUNT - Headcount			182	
				-	528	182	(346)
524210 - App Software Support	82320 - PRINTER SERVICES	LI_01	SAP - SAP Data		9,200		
524210 - App Software Support	82320 - PRINTER SERVICES	LI_01	INPUT - Input Data			9,200	
				-	9,200	9,200	-
551100 - Stationary & Office Supplies	82320 - PRINTER SERVICES	LI_01	SAP - SAP Data		333,000		
551100 - Stationary & Office Supplies	82320 - PRINTER SERVICES	LI_01	INPUT - Input Data	Copier printer supplies, paper, plotters, scanners, etc.		321,579	
				-	333,000	321,579	(11,421)



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Corporate Summary

Financial Services / Information Technology

Administration

S_IT_ADM

Description of Service

Administration consists of the following cost centres:

82203 Information Technology Management

	2020 Budget	2021 Proposed Budget	Change	2022 Plan	2023 Plan
Revenues:	-	-	-	-	-
Salaries Wages and Benefits	879,700	669,359	(210,340)	676,053	682,813
Contracted and General Services	13,340	8,020	(5,320)	8,100	8,181
Materials Goods Supplies and Utilities	6,100	6,100	-	6,161	6,223
Expenses:	899,140	683,479	(215,660)	690,314	697,217
NET	(899,140)	(683,479)	215,660	(690,314)	(697,217)



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Corporate Summary

Financial Services / Information Technology

Administration

S_IT_ADM

	2020 Budget	2021 Proposed Budget	Change
Revenues:	-	-	-
Exempt Salary - Regular	635,438	457,996	(177,441)
CUPE Reg. Wages	98,618	100,989	2,371
Benefit Allocation	35,439	26,988	(8,451)
EI Expense	5,633	4,316	(1,317)
CPP Expense	13,241	11,459	(1,783)
LAPP Expense	74,253	56,546	(17,706)
RRSP Expense	17,078	11,064	(6,013)
Salaries Wages and Benefits	879,700	669,359	(210,340)
Employee Relations	3,000	3,200	200
Conference Registration	6,000	-	(6,000)
Membership & Registr. Fee	500	500	-
Mobile Phones	3,840	4,320	480
Contracted and General Services	13,340	8,020	(5,320)
Stationary & Office Supplies	3,600	3,600	-
Food Cost	2,500	2,500	-
Materials Goods Supplies and Utilities	6,100	6,100	-
Expenses:	899,140	683,479	(215,660)
NET	(899,140)	(683,479)	215,660



REGIONAL MUNICIPALITY OF WOOD BUFFALO 2021 PROPOSED BUDGET

Corporate Summary
Financial Services / Information Technology
Administration

S_IT_ADM

Cost Element	Cost Center	Line	Audittrail	2021 Budget Requests - Description	2020 Budget	2021 Proposed Budget	Change
511100 - Exempt Salary - Regular	82203 - INFORMATION TECHNOLOGY MANAGEMENT	LI_01	SAP - SAP Data		635,438		
511100 - Exempt Salary - Regular	82203 - INFORMATION TECHNOLOGY MANAGEMENT	LI_01	HEADCOUNT - Headcount			457,996	
				-	635,438	457,996	(177,441)
512500 - CUPE Reg. Wages	82203 - INFORMATION TECHNOLOGY MANAGEMENT	LI_01	SAP - SAP Data		98,618		
512500 - CUPE Reg. Wages	82203 - INFORMATION TECHNOLOGY MANAGEMENT	LI_01	HEADCOUNT - Headcount			100,989	
				-	98,618	100,989	2,371
513000 - Benefit Allocation	82203 - INFORMATION TECHNOLOGY MANAGEMENT	LI_01	SAP - SAP Data		35,439		
513000 - Benefit Allocation	82203 - INFORMATION TECHNOLOGY MANAGEMENT	LI_01	HEADCOUNT - Headcount			26,988	
				-	35,439	26,988	(8,451)
513010 - EI Expense	82203 - INFORMATION TECHNOLOGY MANAGEMENT	LI_01	SAP - SAP Data		5,633		
513010 - EI Expense	82203 - INFORMATION TECHNOLOGY MANAGEMENT	LI_01	HEADCOUNT - Headcount			4,316	
				-	5,633	4,316	(1,317)
513020 - CPP Expense	82203 - INFORMATION TECHNOLOGY MANAGEMENT	LI_01	SAP - SAP Data		13,241		
513020 - CPP Expense	82203 - INFORMATION TECHNOLOGY MANAGEMENT	LI_01	HEADCOUNT - Headcount			11,459	
				-	13,241	11,459	(1,783)
513030 - LAPP Expense	82203 - INFORMATION TECHNOLOGY MANAGEMENT	LI_01	SAP - SAP Data		74,253		
513030 - LAPP Expense	82203 - INFORMATION TECHNOLOGY MANAGEMENT	LI_01	HEADCOUNT - Headcount			56,546	
				-	74,253	56,546	(17,706)
513040 - RRSP Expense	82203 - INFORMATION TECHNOLOGY MANAGEMENT	LI_01	SAP - SAP Data		17,078		
513040 - RRSP Expense	82203 - INFORMATION TECHNOLOGY MANAGEMENT	LI_01	HEADCOUNT - Headcount			11,064	
				-	17,078	11,064	(6,013)
521160 - Employee Relations	82203 - INFORMATION TECHNOLOGY MANAGEMENT	LI_01	SAP - SAP Data		3,000		
521160 - Employee Relations	82203 - INFORMATION TECHNOLOGY MANAGEMENT	LI_01	INPUT - Input Data	64 staff @\$50/each		3,200	
				-	3,000	3,200	200
521300 - Conference Registration	82203 - INFORMATION TECHNOLOGY MANAGEMENT	LI_01	SAP - SAP Data		6,000		
				-	6,000	-	(6,000)
521400 - Membership & Registr. Fee	82203 - INFORMATION TECHNOLOGY MANAGEMENT	LI_01	SAP - SAP Data		500		
521400 - Membership & Registr. Fee	82203 - INFORMATION TECHNOLOGY MANAGEMENT	LI_01	INPUT - Input Data	Municipal Information Systems Association (MISA)		500	
				-	500	500	-
521730 - Mobile Phones	82203 - INFORMATION TECHNOLOGY MANAGEMENT	LI_01	SAP - SAP Data		3,840		
521730 - Mobile Phones	82203 - INFORMATION TECHNOLOGY MANAGEMENT	LI_01	INPUT - Input Data	18 cell phonesx\$20x12 months		4,320	
				-	3,840	4,320	480
551100 - Stationary & Office Supplies	82203 - INFORMATION TECHNOLOGY MANAGEMENT	LI_01	SAP - SAP Data		3,600		
551100 - Stationary & Office Supplies	82203 - INFORMATION TECHNOLOGY MANAGEMENT	LI_01	INPUT - Input Data	Various office supplies as required.		3,600	
				-	3,600	3,600	-
551410 - Food Cost	82203 - INFORMATION TECHNOLOGY MANAGEMENT	LI_01	SAP - SAP Data		2,500		
551410 - Food Cost	82203 - INFORMATION TECHNOLOGY MANAGEMENT	LI_01	INPUT - Input Data	For staff functions/meetings.		2,500	
				-	2,500	2,500	-



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Information Technology / Administration

INFORMATION TECHNOLOGY MANAGEMENT

82203

Description of Service

Provide overall IT leadership and administration.

	2020 Budget	2021 Proposed Budget	Change	2022 Plan	2023 Plan
Revenues:	-	-	-	-	-
Salaries Wages and Benefits	879,700	669,359	(210,340)	676,053	682,813
Contracted and General Services	13,340	8,020	(5,320)	8,100	8,181
Materials Goods Supplies and Utilities	6,100	6,100	-	6,161	6,223
Expenses:	899,140	683,479	(215,660)	690,314	697,217
NET	(899,140)	(683,479)	215,660	(690,314)	(697,217)



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Information Technology / Administration

INFORMATION TECHNOLOGY MANAGEMENT

82203

	2020 Budget	2021 Proposed Budget	Change
Revenues:	-	-	-
Exempt Salary - Regular	635,438	457,996	(177,441)
CUPE Reg. Wages	98,618	100,989	2,371
Benefit Allocation	35,439	26,988	(8,451)
EI Expense	5,633	4,316	(1,317)
CPP Expense	13,241	11,459	(1,783)
LAPP Expense	74,253	56,546	(17,706)
RRSP Expense	17,078	11,064	(6,013)
Salaries Wages and Benefits	879,700	669,359	(210,340)
Employee Relations	3,000	3,200	200
Conference Registration	6,000	-	(6,000)
Membership & Registr. Fee	500	500	-
Mobile Phones	3,840	4,320	480
Contracted and General Services	13,340	8,020	(5,320)
Stationary & Office Supplies	3,600	3,600	-
Food Cost	2,500	2,500	-
Materials Goods Supplies and Utilities	6,100	6,100	-
Expenses:	899,140	683,479	(215,660)
NET	(899,140)	(683,479)	215,660



REGIONAL MUNICIPALITY OF WOOD BUFFALO 2021 PROPOSED BUDGET

Financial Services
Information Technology / Administration

INFORMATION TECHNOLOGY MANAGEMENT

82203

Cost Element	Cost Center	Line	Audit trail	2021 Budget Requests - Description	2020 Budget	2021 Proposed Budget	Change
511100 - Exempt Salary - Regular	82203 - INFORMATION TECHNOLOGY MANAGEMENT	LI_01	SAP - SAP Data		635,438		
511100 - Exempt Salary - Regular	82203 - INFORMATION TECHNOLOGY MANAGEMENT	LI_01	HEADCOUNT - Headcount			457,996	
				-	635,438	457,996	(177,441)
512500 - CUPE Reg. Wages	82203 - INFORMATION TECHNOLOGY MANAGEMENT	LI_01	SAP - SAP Data		98,618		
512500 - CUPE Reg. Wages	82203 - INFORMATION TECHNOLOGY MANAGEMENT	LI_01	HEADCOUNT - Headcount			100,989	
				-	98,618	100,989	2,371
513000 - Benefit Allocation	82203 - INFORMATION TECHNOLOGY MANAGEMENT	LI_01	SAP - SAP Data		35,439		
513000 - Benefit Allocation	82203 - INFORMATION TECHNOLOGY MANAGEMENT	LI_01	HEADCOUNT - Headcount			26,988	
				-	35,439	26,988	(8,451)
513010 - EI Expense	82203 - INFORMATION TECHNOLOGY MANAGEMENT	LI_01	SAP - SAP Data		5,633		
513010 - EI Expense	82203 - INFORMATION TECHNOLOGY MANAGEMENT	LI_01	HEADCOUNT - Headcount			4,316	
				-	5,633	4,316	(1,317)
513020 - CPP Expense	82203 - INFORMATION TECHNOLOGY MANAGEMENT	LI_01	SAP - SAP Data		13,241		
513020 - CPP Expense	82203 - INFORMATION TECHNOLOGY MANAGEMENT	LI_01	HEADCOUNT - Headcount			11,459	
				-	13,241	11,459	(1,783)
513030 - LAPP Expense	82203 - INFORMATION TECHNOLOGY MANAGEMENT	LI_01	SAP - SAP Data		74,253		
513030 - LAPP Expense	82203 - INFORMATION TECHNOLOGY MANAGEMENT	LI_01	HEADCOUNT - Headcount			56,546	
				-	74,253	56,546	(17,706)
513040 - RRSP Expense	82203 - INFORMATION TECHNOLOGY MANAGEMENT	LI_01	SAP - SAP Data		17,078		
513040 - RRSP Expense	82203 - INFORMATION TECHNOLOGY MANAGEMENT	LI_01	HEADCOUNT - Headcount			11,064	
				-	17,078	11,064	(6,013)
521160 - Employee Relations	82203 - INFORMATION TECHNOLOGY MANAGEMENT	LI_01	SAP - SAP Data		3,000		
521160 - Employee Relations	82203 - INFORMATION TECHNOLOGY MANAGEMENT	LI_01	INPUT - Input Data	64 staff @\$50/each		3,200	
				-	3,000	3,200	200
521300 - Conference Registration	82203 - INFORMATION TECHNOLOGY MANAGEMENT	LI_01	SAP - SAP Data		6,000		
				-	6,000	-	(6,000)
521400 - Membership & Registr. Fee	82203 - INFORMATION TECHNOLOGY MANAGEMENT	LI_01	SAP - SAP Data		500		
521400 - Membership & Registr. Fee	82203 - INFORMATION TECHNOLOGY MANAGEMENT	LI_01	INPUT - Input Data	Municipal Information Systems Association (MISA)		500	
				-	500	500	-
521730 - Mobile Phones	82203 - INFORMATION TECHNOLOGY MANAGEMENT	LI_01	SAP - SAP Data		3,840		
521730 - Mobile Phones	82203 - INFORMATION TECHNOLOGY MANAGEMENT	LI_01	INPUT - Input Data	18 cell phonesx\$20x12 months		4,320	
				-	3,840	4,320	480
551100 - Stationary & Office Supplies	82203 - INFORMATION TECHNOLOGY MANAGEMENT	LI_01	SAP - SAP Data		3,600		
551100 - Stationary & Office Supplies	82203 - INFORMATION TECHNOLOGY MANAGEMENT	LI_01	INPUT - Input Data	Various office supplies as required.		3,600	
				-	3,600	3,600	-
551410 - Food Cost	82203 - INFORMATION TECHNOLOGY MANAGEMENT	LI_01	SAP - SAP Data		2,500		
551410 - Food Cost	82203 - INFORMATION TECHNOLOGY MANAGEMENT	LI_01	INPUT - Input Data	For staff functions/meetings.		2,500	
				-	2,500	2,500	-



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Regional Municipality of Wood Buffalo
Corporate Summary / Financial Services
Financial Services Administration

B_FINSADM

	2020 Budget	2021 Proposed Budget	Change	2022 Plan	2023 Plan
Financial Services Administration	(886,865)	(894,075)	(7,210)	(903,015)	(912,045)
Financial Services Administration	(886,865)	(894,075)	(7,210)	(903,015)	(912,045)



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Corporate Summary

Financial Services

Financial Services Administration

S_FINSADM

Description of Service

The Financial Services Administration sub-branch consists of the following cost centers:

80200 Internal Audit

85100 Director of Finance

	2020 Budget	2021 Proposed Budget	Change	2022 Plan	2023 Plan
Revenues:	-	-	-	-	-
Salaries Wages and Benefits	573,350	581,945	8,595	587,764	593,642
Contracted and General Services	311,015	309,630	(1,385)	312,726	315,854
Materials Goods Supplies and Utilities	2,500	2,500	-	2,525	2,550
Expenses:	886,865	894,075	7,210	903,015	912,045
NET	(886,865)	(894,075)	(7,210)	(903,015)	(912,045)



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Corporate Summary

Financial Services

Financial Services Administration

S_FINSADM

	2020 Budget	2021 Proposed Budget	Change
Revenues:	-	-	-
Exempt Salary - Regular	477,556	484,524	6,968
Benefit Allocation	23,106	23,472	366
EI Expense	3,700	3,597	(103)
CPP Expense	7,812	9,549	1,737
LAPP Expense	48,413	49,179	766
RRSP Expense	12,763	11,624	(1,139)
Salaries Wages and Benefits	573,350	581,945	8,595
Business Travel	2,000	2,000	-
Conference Travel	1,500	-	(1,500)
Employee Relations	2,000	2,000	-
Conference Registration	1,175	-	(1,175)
Training - Mandatory - Fees	1,000	1,000	-
Training - Beneficial - Fees	-	1,050	1,050
Membership & Registr. Fee	3,000	3,000	-
Freight Charges	100	100	-
Mobile Phones	240	480	240
Audit Fees	300,000	300,000	-
Contracted and General Services	311,015	309,630	(1,385)
Stationary & Office Supplies	1,000	1,000	-
Food Cost	1,000	1,000	-
Equipment & Furnishing	500	500	-
Materials Goods Supplies and Utilities	2,500	2,500	-
Expenses:	886,865	894,075	7,210
NET	(886,865)	(894,075)	(7,210)



REGIONAL MUNICIPALITY OF WOOD BUFFALO 2021 PROPOSED BUDGET

Corporate Summary
Financial Services

Financial Services Administration

S_FINSADM

Cost Element	Cost Center	Line	Audittrail	2021 Budget Requests - Description	2020 Budget	2021 Proposed Budget	Change
511100 - Exempt Salary - Regular	80200 - INTERNAL AUDIT	LI_01	SAP - SAP Data		132,760		
511100 - Exempt Salary - Regular	80200 - INTERNAL AUDIT	LI_01	HEADCOUNT - Headcount			136,243	
511100 - Exempt Salary - Regular	85100 - DIRECTOR OF FINANCE	LI_01	SAP - SAP Data		344,796		
511100 - Exempt Salary - Regular	85100 - DIRECTOR OF FINANCE	LI_01	HEADCOUNT - Headcount			348,280	
				-	477,556	484,524	6,968
513000 - Benefit Allocation	80200 - INTERNAL AUDIT	LI_01	SAP - SAP Data		6,315		
513000 - Benefit Allocation	80200 - INTERNAL AUDIT	LI_01	HEADCOUNT - Headcount			6,498	
513000 - Benefit Allocation	85100 - DIRECTOR OF FINANCE	LI_01	SAP - SAP Data		16,791		
513000 - Benefit Allocation	85100 - DIRECTOR OF FINANCE	LI_01	HEADCOUNT - Headcount			16,974	
				-	23,106	23,472	366
513010 - EI Expense	80200 - INTERNAL AUDIT	LI_01	SAP - SAP Data		1,255		
513010 - EI Expense	80200 - INTERNAL AUDIT	LI_01	HEADCOUNT - Headcount			1,199	
513010 - EI Expense	85100 - DIRECTOR OF FINANCE	LI_01	SAP - SAP Data		2,445		
513010 - EI Expense	85100 - DIRECTOR OF FINANCE	LI_01	HEADCOUNT - Headcount			2,398	
				-	3,700	3,597	(103)
513020 - CPP Expense	80200 - INTERNAL AUDIT	LI_01	SAP - SAP Data		2,904		
513020 - CPP Expense	80200 - INTERNAL AUDIT	LI_01	HEADCOUNT - Headcount			3,183	
513020 - CPP Expense	85100 - DIRECTOR OF FINANCE	LI_01	SAP - SAP Data		4,907		
513020 - CPP Expense	85100 - DIRECTOR OF FINANCE	LI_01	HEADCOUNT - Headcount			6,366	
				-	7,812	9,549	1,737
513030 - LAPP Expense	80200 - INTERNAL AUDIT	LI_01	SAP - SAP Data		13,231		
513030 - LAPP Expense	80200 - INTERNAL AUDIT	LI_01	HEADCOUNT - Headcount			13,614	
513030 - LAPP Expense	85100 - DIRECTOR OF FINANCE	LI_01	SAP - SAP Data		35,182		
513030 - LAPP Expense	85100 - DIRECTOR OF FINANCE	LI_01	HEADCOUNT - Headcount			35,565	
				-	48,413	49,179	766
513040 - RRSP Expense	80200 - INTERNAL AUDIT	LI_01	SAP - SAP Data		3,488		
513040 - RRSP Expense	80200 - INTERNAL AUDIT	LI_01	HEADCOUNT - Headcount			3,218	
513040 - RRSP Expense	85100 - DIRECTOR OF FINANCE	LI_01	SAP - SAP Data		9,275		
513040 - RRSP Expense	85100 - DIRECTOR OF FINANCE	LI_01	HEADCOUNT - Headcount			8,406	
				-	12,763	11,624	(1,139)
521100 - Business Travel	80200 - INTERNAL AUDIT	LI_01	SAP - SAP Data		2,000		
521100 - Business Travel	85100 - DIRECTOR OF FINANCE	LI_01	INPUT - Input Data	Mileage Claims		2,000	
				-	2,000	2,000	-
521110 - Conference Travel	85100 - DIRECTOR OF FINANCE	LI_01	SAP - SAP Data		1,500		
				-	1,500	-	(1,500)
521160 - Employee Relations	85100 - DIRECTOR OF FINANCE	LI_01	SAP - SAP Data		2,000		
521160 - Employee Relations	85100 - DIRECTOR OF FINANCE	LI_01	INPUT - Input Data	Employee recognition - gift cards, flowers		2,000	
				-	2,000	2,000	-
521300 - Conference Registration	85100 - DIRECTOR OF FINANCE	LI_01	SAP - SAP Data		1,175		
				-	1,175	-	(1,175)
521371 - Training - Mandatory - Fees	85100 - DIRECTOR OF FINANCE	LI_01	SAP - SAP Data		1,000		
521371 - Training - Mandatory - Fees	85100 - DIRECTOR OF FINANCE	LI_01	INPUT - Input Data	Financial Oriented Webinars (online) - GFOA		1,000	
				-	1,000	1,000	-
521373 - Training - Beneficial - Fees	85100 - DIRECTOR OF FINANCE	LI_01	INPUT - Input Data	Cybersecurity (Online) course-1 Employee		350	
521373 - Training - Beneficial - Fees	85100 - DIRECTOR OF FINANCE	LI_02	INPUT - Input Data	Ethics (Online) course-1 employee.		350	
521373 - Training - Beneficial - Fees	85100 - DIRECTOR OF FINANCE	LI_03	INPUT - Input Data	Leadership course (Online).		350	
				-	-	1,050	1,050
521400 - Membership & Registr. Fee	80200 - INTERNAL AUDIT	LI_01	SAP - SAP Data		1,500		
521400 - Membership & Registr. Fee	80200 - INTERNAL AUDIT	LI_01	INPUT - Input Data	Chartered Professional Accountant (CPA) membership-Auditor		1,200	
521400 - Membership & Registr. Fee	85100 - DIRECTOR OF FINANCE	LI_01	SAP - SAP Data		1,500		
521400 - Membership & Registr. Fee	85100 - DIRECTOR OF FINANCE	LI_01	INPUT - Input Data	Government Finance Officers Association (GFOA) membership.		300	
521400 - Membership & Registr. Fee	85100 - DIRECTOR OF FINANCE	LI_02	INPUT - Input Data	Chartered Professional Accountant (CPA) membership-Director		1,500	
				-	3,000	3,000	-
521500 - Freight Charges	80200 - INTERNAL AUDIT	LI_01	INPUT - Input Data	As needed.		100	
521500 - Freight Charges	85100 - DIRECTOR OF FINANCE	LI_01	SAP - SAP Data		100		
				-	100	100	-
521730 - Mobile Phones	85100 - DIRECTOR OF FINANCE	LI_01	SAP - SAP Data		240		
521730 - Mobile Phones	85100 - DIRECTOR OF FINANCE	LI_01	INPUT - Input Data	1Phone & 1 Tablet@ \$20/month		480	
				-	240	480	240
523100 - Audit Fees	85100 - DIRECTOR OF FINANCE	LI_01	SAP - SAP Data		300,000		
523100 - Audit Fees	85100 - DIRECTOR OF FINANCE	LI_01	INPUT - Input Data	Annual external audit by Deloitte.		300,000	
				-	300,000	300,000	-
551100 - Stationary & Office Supplies	85100 - DIRECTOR OF FINANCE	LI_01	SAP - SAP Data		1,000		
551100 - Stationary & Office Supplies	85100 - DIRECTOR OF FINANCE	LI_01	INPUT - Input Data	As needed throughout the year.		1,000	
				-	1,000	1,000	-
551410 - Food Cost	85100 - DIRECTOR OF FINANCE	LI_01	SAP - SAP Data		1,000		
551410 - Food Cost	85100 - DIRECTOR OF FINANCE	LI_01	INPUT - Input Data	For meetings.		1,000	

Cost Element	Cost Center	Line	Audittrail	2021 Budget Requests - Description	2020 Budget	2021 Proposed Budget	Change
				-	1,000	1,000	-
563000 - Equipment & Furnishing	80200 - INTERNAL AUDIT	LI_01	INPUT - Input Data	Miscellaneous equipment as needed.		500	
563000 - Equipment & Furnishing	85100 - DIRECTOR OF FINANCE	LI_01	SAP - SAP Data		500	500	
				-	500	500	-



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Financial Services Administration

INTERNAL AUDIT

80200

Description of Service

The Internal audit function is an independent objective assurance activity that seeks positive improvements within the Municipality's risk management, control and governance processes.

	2020 Budget	2021 Proposed Budget	Change	2022 Plan	2023 Plan
Revenues:	-	-	-	-	-
Salaries Wages and Benefits	159,953	163,955	4,002	165,594	167,250
Contracted and General Services	3,500	1,300	(2,200)	1,313	1,326
Materials Goods Supplies and Utilities	-	500	500	505	510
Expenses:	163,453	165,755	2,302	167,412	169,086
NET	(163,453)	(165,755)	(2,302)	(167,412)	(169,086)



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Financial Services Administration

INTERNAL AUDIT

80200

	2020 Budget	2021 Proposed Budget	Change
Revenues:	-	-	-
Exempt Salary - Regular	132,760	136,243	3,483
Benefit Allocation	6,315	6,498	183
EI Expense	1,255	1,199	(56)
CPP Expense	2,904	3,183	279
LAPP Expense	13,231	13,614	383
RRSP Expense	3,488	3,218	(270)
Salaries Wages and Benefits	159,953	163,955	4,002
Business Travel	2,000	-	(2,000)
Membership & Registr. Fee	1,500	1,200	(300)
Freight Charges	-	100	100
Contracted and General Services	3,500	1,300	(2,200)
Equipment & Furnishing	-	500	500
Materials Goods Supplies and Utilities	-	500	500
Expenses:	163,453	165,755	2,302
NET	(163,453)	(165,755)	(2,302)



REGIONAL MUNICIPALITY OF WOOD BUFFALO 2021 PROPOSED BUDGET

Financial Services
Financial Services Administration
INTERNAL AUDIT

80200

Cost Element	Cost Center	Line	Audittrail	2021 Budget Requests - Description	2020 Budget	2021 Proposed Budget	Change
511100 - Exempt Salary - Regular	80200 - INTERNAL AUDIT	LI_01	SAP - SAP Data		132,760		
511100 - Exempt Salary - Regular	80200 - INTERNAL AUDIT	LI_01	HEADCOUNT - Headcount			136,243	
				-	132,760	136,243	3,483
513000 - Benefit Allocation	80200 - INTERNAL AUDIT	LI_01	SAP - SAP Data		6,315		
513000 - Benefit Allocation	80200 - INTERNAL AUDIT	LI_01	HEADCOUNT - Headcount			6,498	
				-	6,315	6,498	183
513010 - EI Expense	80200 - INTERNAL AUDIT	LI_01	SAP - SAP Data		1,255		
513010 - EI Expense	80200 - INTERNAL AUDIT	LI_01	HEADCOUNT - Headcount			1,199	
				-	1,255	1,199	(56)
513020 - CPP Expense	80200 - INTERNAL AUDIT	LI_01	SAP - SAP Data		2,904		
513020 - CPP Expense	80200 - INTERNAL AUDIT	LI_01	HEADCOUNT - Headcount			3,183	
				-	2,904	3,183	279
513030 - LAPP Expense	80200 - INTERNAL AUDIT	LI_01	SAP - SAP Data		13,231		
513030 - LAPP Expense	80200 - INTERNAL AUDIT	LI_01	HEADCOUNT - Headcount			13,614	
				-	13,231	13,614	383
513040 - RRSP Expense	80200 - INTERNAL AUDIT	LI_01	SAP - SAP Data		3,488		
513040 - RRSP Expense	80200 - INTERNAL AUDIT	LI_01	HEADCOUNT - Headcount			3,218	
				-	3,488	3,218	(270)
521100 - Business Travel	80200 - INTERNAL AUDIT	LI_01	SAP - SAP Data		2,000		
				-	2,000	-	(2,000)
521400 - Membership & Registr. Fee	80200 - INTERNAL AUDIT	LI_01	SAP - SAP Data		1,500		
521400 - Membership & Registr. Fee	80200 - INTERNAL AUDIT	LI_01	INPUT - Input Data	Chartered Professional Accountant (CPA) membership-Auditor		1,200	
				-	1,500	1,200	(300)
521500 - Freight Charges	80200 - INTERNAL AUDIT	LI_01	INPUT - Input Data	As needed.		100	
				-	-	100	100
563000 - Equipment & Furnishing	80200 - INTERNAL AUDIT	LI_01	INPUT - Input Data	Miscellaneous equipment as needed.		500	
				-	-	500	500



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Financial Services Administration

DIRECTOR OF FINANCE

85100

Description of Service

The Director of Finance Services oversees the Financial Services department that provides financial stewardship based on a commitment to leading practices which are aligned with the Municipality's goals and values. Financial Services discharges its duties and responsibilities in a collaborative, innovative and responsive manner guided by the principles of accountability and transparency.

	2020 Budget	2021 Proposed Budget	Change	2022 Plan	2023 Plan
Revenues:	-	-	-	-	-
Salaries Wages and Benefits	413,397	417,990	4,593	422,170	426,391
Contracted and General Services	307,515	308,330	815	311,413	314,527
Materials Goods Supplies and Utilities	2,500	2,000	(500)	2,020	2,040
Expenses:	723,412	728,320	4,908	735,603	742,959
NET	(723,412)	(728,320)	(4,908)	(735,603)	(742,959)



REGIONAL MUNICIPALITY OF WOOD BUFFALO

2021 PROPOSED BUDGET

Financial Services

Financial Services Administration

DIRECTOR OF FINANCE

85100

	2020 Budget	2021 Proposed Budget	Change
Revenues:	-	-	-
Exempt Salary - Regular	344,796	348,280	3,485
Benefit Allocation	16,791	16,974	183
EI Expense	2,445	2,398	(47)
CPP Expense	4,907	6,366	1,459
LAPP Expense	35,182	35,565	383
RRSP Expense	9,275	8,406	(869)
Salaries Wages and Benefits	413,397	417,990	4,593
Business Travel	-	2,000	2,000
Conference Travel	1,500	-	(1,500)
Employee Relations	2,000	2,000	-
Conference Registration	1,175	-	(1,175)
Training - Mandatory - Fees	1,000	1,000	-
Training - Beneficial - Fees	-	1,050	1,050
Membership & Registr. Fee	1,500	1,800	300
Freight Charges	100	-	(100)
Mobile Phones	240	480	240
Audit Fees	300,000	300,000	-
Contracted and General Services	307,515	308,330	815
Stationary & Office Supplies	1,000	1,000	-
Food Cost	1,000	1,000	-
Equipment & Furnishing	500	-	(500)
Materials Goods Supplies and Utilities	2,500	2,000	(500)
Expenses:	723,412	728,320	4,908
NET	(723,412)	(728,320)	(4,908)



REGIONAL MUNICIPALITY OF WOOD BUFFALO 2021 PROPOSED BUDGET

Financial Services
Financial Services Administration

DIRECTOR OF FINANCE

85100

Cost Element	Cost Center	Line	Audit trail	2021 Budget Requests - Description	2020 Budget	2021 Proposed Budget	Change
511100 - Exempt Salary - Regular	85100 - DIRECTOR OF FINANCE	LI_01	SAP - SAP Data		344,796		
511100 - Exempt Salary - Regular	85100 - DIRECTOR OF FINANCE	LI_01	HEADCOUNT - Headcount			348,280	
				-	344,796	348,280	3,485
513000 - Benefit Allocation	85100 - DIRECTOR OF FINANCE	LI_01	SAP - SAP Data		16,791		
513000 - Benefit Allocation	85100 - DIRECTOR OF FINANCE	LI_01	HEADCOUNT - Headcount			16,974	
				-	16,791	16,974	183
513010 - EI Expense	85100 - DIRECTOR OF FINANCE	LI_01	SAP - SAP Data		2,445		
513010 - EI Expense	85100 - DIRECTOR OF FINANCE	LI_01	HEADCOUNT - Headcount			2,398	
				-	2,445	2,398	(47)
513020 - CPP Expense	85100 - DIRECTOR OF FINANCE	LI_01	SAP - SAP Data		4,907		
513020 - CPP Expense	85100 - DIRECTOR OF FINANCE	LI_01	HEADCOUNT - Headcount			6,366	
				-	4,907	6,366	1,459
513030 - LAPP Expense	85100 - DIRECTOR OF FINANCE	LI_01	SAP - SAP Data		35,182		
513030 - LAPP Expense	85100 - DIRECTOR OF FINANCE	LI_01	HEADCOUNT - Headcount			35,565	
				-	35,182	35,565	383
513040 - RRSP Expense	85100 - DIRECTOR OF FINANCE	LI_01	SAP - SAP Data		9,275		
513040 - RRSP Expense	85100 - DIRECTOR OF FINANCE	LI_01	HEADCOUNT - Headcount			8,406	
				-	9,275	8,406	(869)
521100 - Business Travel	85100 - DIRECTOR OF FINANCE	LI_01	INPUT - Input Data	Mileage Claims		2,000	
				-	-	2,000	2,000
521110 - Conference Travel	85100 - DIRECTOR OF FINANCE	LI_01	SAP - SAP Data		1,500		
				-	1,500	-	(1,500)
521160 - Employee Relations	85100 - DIRECTOR OF FINANCE	LI_01	SAP - SAP Data		2,000		
521160 - Employee Relations	85100 - DIRECTOR OF FINANCE	LI_01	INPUT - Input Data	Employee recognition - gift cards, flowers		2,000	
				-	2,000	2,000	-
521300 - Conference Registration	85100 - DIRECTOR OF FINANCE	LI_01	SAP - SAP Data		1,175		
				-	1,175	-	(1,175)
521371 - Training - Mandatory - Fees	85100 - DIRECTOR OF FINANCE	LI_01	SAP - SAP Data		1,000		
521371 - Training - Mandatory - Fees	85100 - DIRECTOR OF FINANCE	LI_01	INPUT - Input Data	Financial Oriented Webinars (online) - GFOA		1,000	
				-	1,000	1,000	-
521373 - Training - Beneficial - Fees	85100 - DIRECTOR OF FINANCE	LI_01	INPUT - Input Data	Cybersecurity (Online) course-1 Employee		350	
521373 - Training - Beneficial - Fees	85100 - DIRECTOR OF FINANCE	LI_02	INPUT - Input Data	Ethics (Online) course-1 employee.		350	
521373 - Training - Beneficial - Fees	85100 - DIRECTOR OF FINANCE	LI_03	INPUT - Input Data	Leadership course (Online).		350	
				-	-	1,050	1,050
521400 - Membership & Registr. Fee	85100 - DIRECTOR OF FINANCE	LI_01	SAP - SAP Data		1,500		
521400 - Membership & Registr. Fee	85100 - DIRECTOR OF FINANCE	LI_01	INPUT - Input Data	Government Finance Officers Association (GFOA) membership.		300	
521400 - Membership & Registr. Fee	85100 - DIRECTOR OF FINANCE	LI_02	INPUT - Input Data	Chartered Professional Accountant (CPA) membership-Director		1,500	
				-	1,500	1,800	300
521500 - Freight Charges	85100 - DIRECTOR OF FINANCE	LI_01	SAP - SAP Data		100		
				-	100	-	(100)
521730 - Mobile Phones	85100 - DIRECTOR OF FINANCE	LI_01	SAP - SAP Data		240		
521730 - Mobile Phones	85100 - DIRECTOR OF FINANCE	LI_01	INPUT - Input Data	1Phone & 1 Tablet@ \$20/month		480	
				-	240	480	240
523100 - Audit Fees	85100 - DIRECTOR OF FINANCE	LI_01	SAP - SAP Data		300,000		
523100 - Audit Fees	85100 - DIRECTOR OF FINANCE	LI_01	INPUT - Input Data	Annual external audit by Deloitte.		300,000	
				-	300,000	300,000	-
551100 - Stationary & Office Supplies	85100 - DIRECTOR OF FINANCE	LI_01	SAP - SAP Data		1,000		
551100 - Stationary & Office Supplies	85100 - DIRECTOR OF FINANCE	LI_01	INPUT - Input Data	As needed throughout the year.		1,000	
				-	1,000	1,000	-
551410 - Food Cost	85100 - DIRECTOR OF FINANCE	LI_01	SAP - SAP Data		1,000		
551410 - Food Cost	85100 - DIRECTOR OF FINANCE	LI_01	INPUT - Input Data	For meetings.		1,000	
				-	1,000	1,000	-
563000 - Equipment & Furnishing	85100 - DIRECTOR OF FINANCE	LI_01	SAP - SAP Data		500		
				-	500	-	(500)