

2021 FINAL OPERATING BUDGET

TOWN OF HIGH LEVEL

		2020	2020	2021
		ACTUAL	BUDGET	BUDGET
Council & Other Legislative				
Expenses				
00-2-11-00-110	Salaries and Wages	109,530	108,492	114,111
00-2-11-00-131	Employer Contributions	23,738	25,279	27,907
00-2-11-00-136	Workers Compension Board	1,920	1,036	1,542
00-2-11-00-140	Honorarium(Inspect/Investigations)	0	0	0
00-2-11-00-151	Elected Official Fees	102,100	130,500	110,500
00-2-11-00-211	Travel & Subsistence	4,629	34,000	25,000
	Council travel expenses for Council to attend mandatory ARB training, Committee meetings, conferences, and planning sessions; all council and committee meeting meals/refreshments; Government Meetings			
00-2-11-00-214	Individual Memberships/Conference Fees	1,572	8,500	8,500
	Council conference registration: AUMA/AAMDC (\$4,900 - 7 x \$700 each); Municipal Clerk Association membership (\$250); FCM (\$700); AMCA (\$600); other conference membership & registration (\$2,050)			
00-2-11-00-217	Telephone/Communications	8,417	6,378	6,378
	Communication devices for Council: data plans cell phones/iPads (\$530/month)			
00-2-11-00-229	Professional Development	400	2,900	2,900
	Elected officials training (ARB etc.); AUMA Elected Officials course; one staff course (\$900)			
00-2-11-00-232	Legal Fees	0	0	0
00-2-11-00-275	Insurance	581	600	581
	Based on 2019 Actuals			
00-2-11-00-290	Election Costs	0	100	1,000
	Election costs based on 2017 general election actuals.			
00-2-11-00-510	Administrative Supplies	4,708	4,000	6,000
	Planning & Priorities supplies, trade show & retreat supplies, business cards, name tags, name plates, portfolios; Mackenzie Regional Golf supplies (\$1,000), promotional materials, pins, and VIP gifts			
00-2-11-00-770	Grants to Individuals and Organizations	3,400	8,100	6,100
	Grants to community groups (\$2,100 - \$300 per group); school bursary (\$2,000); Festival of Trees donation (\$2,000)			
00-2-11-00-990	Council Initiative	68,391	68,125	92,675
	HLDC Spring Clean Up (\$3,500); service awards (\$3,125); community consultation and Council events (\$1,100); community bus - Transportation Committee (\$5,400); staff appreciation - includes Christmas party, BBQs, etc. (\$5,000); NWSAR contribution (\$50,000); Fix Your Fence (\$10,000) (\$8550) Public Members (\$25/hr) Jackets: Election Year (\$6,000)			
Total Expenses		329,386	398,010	403,194
Net Cost		(329,386)	(398,010)	(403,194)

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		2020 ACTUAL	2020 BUDGET	2021 BUDGET
General Administration				
Revenues				
00-1-12-00-410	Sale of Goods	0	0	0
00-1-12-00-411	Sale of Services/Programs	4,137	3,000	3,000
	Tax certificates			
00-1-12-00-494	Miscellaneous Revenue	0	0	0
00-1-12-00-522	Business Licenses	57,300	28,500	32,000
	320 x \$100 each			
00-1-12-00-560	Rentals/Facility Use	1,030	2,000	2,000
	Rental of Town meeting rooms			
00-1-12-00-590	Other Revenue From Own Sources	29,502	50,746	50,746
	NWSAR Recovery; Development 1/3			
00-1-12-00-591	Donations	14,773	11,923	0
00-1-12-00-592	Miscellaneous Revenue (Commissions)	630	500	500
	Utility and Tax NSF Finance Charge Only			
00-1-12-00-750	Mackenzie County contribution to Operating	543,917	500,000	523,521
	Total Mackenzie County Operating Contribution Based on 5 Year Average (RSSA Operating)			
00-1-12-00-840	Provincial Grants	0	0	0
00-1-12-00-930	Transfer from Reserves (General Operating)	0	0	0
Total Revenues		651,289	596,669	611,767
Expenses				
00-2-12-00-110	Salaries and Wages	580,017	587,361	695,839
00-2-12-00-131	Employer Contributions	116,221	98,226	123,405
00-2-12-00-133	HSA Administration Charges	3,195	5,100	5,100
00-2-12-00-136	Workers Compension Board	4,255	2,740	4,832
00-2-12-00-143	Moving Expenses	0	0	0
00-2-12-00-211	Travel & Subsistence	3,543	5,000	10,000
	Mileage/travel for conferences, courses, and meetings for administrative staff; Government Meetings			
00-2-12-00-214	Individual Memberships/Conference Fees	1,186	2,500	2,500
	Memberships to Professional Organizations and Related Conference Fees for Admin 8 Staff			
00-2-12-00-215	Freight	142	0	1,000
	Freight			
00-2-12-00-216	Postage	9,229	9,000	9,000
	Mail (utility bills coded to WTP) Tax Notices			
00-2-12-00-217	Telephone/Communications	25,831	31,100	27,500
	Telus/Nortel phone system: usage, repair, and replacement; internet (\$17,000 - includes one-time upgrade cost of \$2,100 in 2020); device allowance from KIS Salaries Module; \$600 increase for internet			
00-2-12-00-221	Advertising	59,681	58,000	58,000
	Advertising costs system wide: Echo-Pioneer contract (\$54,000); radio advertising, tender advertising, job postings, and miscellaneous notices (\$4,000)			
00-2-12-00-222	Land Titles/Surveys/Queens Printer	847	900	900

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		2020 ACTUAL	2020 BUDGET	2021 BUDGET
Fees for Title Searches, Caveats and Releases				
00-2-12-00-223	Subscriptions & Publications Periodical Fees Incl Queens Printer; BoxofDocs (\$1,200); Voyent Alert!	1,800	3,200	1,800
00-2-12-00-224	Municipal Membership Fees AUMA membership	5,335	5,250	5,250
00-2-12-00-229	Professional Development Courses for upgrading 6 staff, courses - \$4,800 (average \$800 x 6)	2,414	4,800	4,800
00-2-12-00-230	Consultant/Professional Services Fees Software training (\$2,000); Communications Coordinator (\$3,710 x 6); Trinus Contract (\$112,530); consulting (\$52,800)	170,256	215,330	189,590
00-2-12-00-231	Audit Fees 2021 expected audit fees: \$23,600 audit and \$6,000 travel and admin disbursements plus \$2,500 FCSS; \$5,000 initial mapping cost	43,000	38,100	37,100
00-2-12-00-232	Legal Fees Organization-wide legal fees (excluding Bylaw)	22,627	7,000	7,000
00-2-12-00-245	Assessment Charges Property Assessor Contract \$7245/mth	83,068	84,500	86,940
00-2-12-00-250	Contracted Services	41,104	0	0
00-2-12-00-258	Software Maintenance Organizational teleconferences (\$400); Book King (\$9,000); Compass Municipal Services (\$2,000); Diamond (\$31,500); KIS (\$4,800); Questica (\$7,000); Neptune (\$2,600); AssetFinda (\$15,000); AssetFinda hosting through Trinus (\$12,000); Website Hosting (\$5,100); Acrobat for 2 staff (\$600); Canva (\$150)	77,413	111,040	90,150
00-2-12-00-263	Equipment Rental & Lease Canon Copier Lease \$10,020 (\$835 x 12 month); Pitney Bowes Postage Machine Rental \$3,316 (\$829 x 4 Quarter); HITECH Overage (\$22,400); Computer Replacement Program (\$20,000)	49,032	55,800	55,800
00-2-12-00-274	Insurance Buildings	0	0	0
00-2-12-00-275	Insurance Entire TOHL General Liability Insurance based on 2019 Actuals	11,302	63,600	58,359
00-2-12-00-510	Administrative Supplies Consumable supplies (\$15,000); Communications supplies (\$2,200); Office Furniture (\$10,000); Flags (\$2,000)	48,426	47,700	29,200
00-2-12-00-810	Bank Charges All fees charged by debit/credit card machine; checking account fees and charges from collection agency	22,927	20,000	20,000
00-2-12-00-811	Cash Over/Short	(7)	0	0
00-2-12-00-812	Late Payment Charges	0	0	0
00-2-12-00-900	Amortization Expense	0	0	0
00-2-12-00-927	Write Off Year-End Entry (prior year bad debt)and Dependent on Collection Success	6,263	32,250	2,000

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		2020 ACTUAL	2020 BUDGET	2021 BUDGET
Total Expenses		1,389,108	1,488,497	1,526,065
Net Cost		(737,819)	(891,828)	(914,298)
Town Hall				
Expenses				
00-2-12-01-110	Salaries and Wages	41,472	37,544	39,228
00-2-12-01-131	Employer Contributions	9,211	7,259	8,040
00-2-12-01-136	Workers Compension Board	395	201	304
00-2-12-01-211	Travel & Subsistence	0	1,000	1,000
	Maintenance technician travel for courses			
00-2-12-01-229	Professional Development	0	1,000	1,000
	Maintenance technician courses and conference			
00-2-12-01-252	Contracted Services re:Fixed Assets	71,820	67,000	67,000
	Janitorial contract (\$50,000), contracted building repairs , fire alarm verification, sprinkler verification, irrigation system, extinguishers, etc.			
00-2-12-01-274	Insurance Buildings	1,107	6,061	5,036
	General insurance building/contents - Town Hall (based on 2019 Actuals)			
00-2-12-01-276	Vehicle Insurance	0	0	0
00-2-12-01-512	Safety Equipment/Uniforms/Clothing/Boots	1,237	1,000	1,000
	Work boots, hard hats, safety glasses, coveralls, etc.			
00-2-12-01-521	Fuel/Oil etc vehicles	0	0	0
00-2-12-01-524	Small Tools/Maintenance Items	1,428	1,500	1,500
	Maintenance shop tool purchase and replacement			
00-2-12-01-530	Maintenance Materials & Supplies	13,694	15,000	17,400
	Internal building maintenance including counter (\$5,400); Additional Office Space (\$2,000)			
00-2-12-01-540	Water/Sewer/Garbage	4,026	5,000	5,000
	Separate 69 code for Legion Building - 10% of expense shown in Library budget			
00-2-12-01-543	Utilities - Gas	34,863	34,982	34,700
	10% of expense shown in Library budget (\$3855.50) Based on 2021 Budget - EAI			
00-2-12-01-544	Utilities - Electrical	29,589	32,785	33,118
	10% of expense shown in Library budget (\$3679.80) Based on 2021 Budget - EAI			
00-2-12-01-762	Transfer to Projects	0	0	0
Total Expenses		208,841	210,332	214,326
Net Cost		(208,841)	(210,332)	(214,326)
Health & Safety/Risk Management				
Revenues				
00-1-12-21-930	Transfer from Reserves (General Operating)	0	0	4,600
	AED			
Total Revenues		0	0	4,600
Expenses				
00-2-12-21-110	Salaries and Wages	94,918	100,801	92,875
00-2-12-21-131	Employer Contributions	16,361	18,179	17,051

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		2020 ACTUAL	2020 BUDGET	2021 BUDGET
00-2-12-21-136	Workers Compension Board	786	555	745
00-2-12-21-211	Travel & Subsistence Travel for H&S committee members training, auditor training travel, and course attendance for Safety Coordinator (2020 - RMA Insurance, AMHSA (Northern), AMHSA	0	1,500	1,500
00-2-12-21-229	Professional Development Safety training and staff safety courses (\$2,500), auditor update (\$500), Safety Coordinator PD (\$1,000), SFA Instructor Course (2020 - \$2,500); Online University - Scholarship Pending	2,379	6,500	12,000
00-2-12-21-231	Audit Fees	0	0	0
00-2-12-21-258	Software Maintenance Safety tracking program - DATS (5-year contract); DATS Access to all employees (\$5760)	3,542	5,510	8,260
00-2-12-21-510	Administrative Supplies Administrative supplies for programming (manual development and supplies)	605	400	1,375
00-2-12-21-511	Program Supplies Health and safety promotion materials (2022 audit year - \$2,000); employee recognition program (\$1,200); first aid course: books (2020 - \$400, 2021 - \$460, 2022 - \$600), adult and pediatric mannequins (2020 - \$1,160), AED trainers (\$405); miscellaneous supplies - \$200; additional \$2,000 (Resolution #037-20)	5,426	5,365	2,660
00-2-12-21-519	General Supplies First aid restocking supplies (\$200); New AED for facilities and chargepacks	6,939	1,507	4,800
Total Expenses		130,955	140,317	141,266
Net Cost		(130,955)	(140,317)	(136,666)
Police Services				
Revenues				
00-1-21-00-840	Provincial Grants	0	0	0
Total Revenues		0	0	0
Expenses				
00-2-21-00-330	RCMP Contract Enhanced Crimes Reduction Unit Officer terminates December 31, 2020; new Police Funding Model 2020/21	109,708	165,000	165,000
Total Expenses		109,708	165,000	165,000
Net Cost		(109,708)	(165,000)	(165,000)
Fire Services				
Revenues				
00-1-23-00-350	Sales to Other Local Governments Fire service training revenues - TSAG Course plus outside Fire Departments attending TOHLtraining	4,655	10,000	15,000
00-1-23-00-490	Labour Response Out of Town Budgeting for labour costs for County, Dene Tha', and other response	18,220	40,000	40,000

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		2020 ACTUAL	2020 BUDGET	2021 BUDGET
00-1-23-00-491	Equipment Response Out of Town Budgeting for moderate MVC activity and equipment charges to County and others	52,256	80,000	80,000
00-1-23-00-492	Investigation/Inspection Investigations/inspections revenue charged to out of town inspections and investigations (see honorariums - code 140)	0	500	500
00-1-23-00-493	Hazmat Response	0	0	0
00-1-23-00-590	Other Revenue From Own Sources	722	0	0
00-1-23-00-591	Donations	0	0	0
00-1-23-00-830	Federal Grants Dene Tha' First Nation (\$38,250) and Paddle Prairie (\$45,000) operational costs in agreements	36,500	36,500	83,250
00-1-23-00-840	Provincial Grants	1,000	0	0
00-1-23-00-920	Transfer from CAPITAL reserves (new 2011)	0	0	0
00-1-23-00-930	Transfer from Reserves (General Operating) Lock Box Replacement	0	25,000	20,000
Total Revenues		113,353	192,000	238,750
Expenses				
00-2-23-00-110	Salaries and Wages	129,289	138,120	177,518
00-2-23-00-131	Employer Contributions	23,645	22,829	31,732
00-2-23-00-136	Workers Compension Board	814	678	1,264
00-2-23-00-140	Honorarium(Inspect/Investigations) Includes instructor honourariums for contract teaching and lost wages replacement for firefighters - reduced expectations with WUI Team	0	5,000	5,000
00-2-23-00-159	Volunteer Transfers	0	0	0
00-2-23-00-211	Travel & Subsistence Covers meals, water on trucks for fire crews, and travel for meeting - some recovered in revenues (i.e., outside training and meeting travel)	9,768	20,000	10,000
00-2-23-00-217	Telephone/Communications Dispatch costs (\$13,500), phone communications - cell and landline (\$800/month), iamresponding dispatch software (\$900), edispatch (\$1,600 annual - cancelling in February 2020), AFRRCS support (\$4,200); miscellaneous (\$500)	42,466	30,300	40,000
00-2-23-00-224	Municipal Membership Fees AFCA/ PRFC/ISFSI	180	600	600
00-2-23-00-229	Professional Development Online training management system (\$7,000), 1001 training (\$4,500), training materials - video aids, manuals/exams (\$2,000), DG training (\$1,000), officer training - blue card (\$5,000), Public Education (\$1,000), air brake training (\$1,000), pump course (\$3,000), wildland course (\$2,500), Manager/Director courses (\$2,000)	25,744	29,000	29,000
00-2-23-00-238	SPECIAL PROGRAM Lock Box Replacement; Quote Pending (2021 Project)	0	0	20,000
00-2-23-00-253	Equipment Maintenance & Repair	24,843	28,000	28,000

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		2020 ACTUAL	2020 BUDGET	2021 BUDGET
	Labour for truck repairs/CVIP; Equipment repair - small engines, special equipment, ladder inspections (\$2,000), rescue system maintenance (\$2,500), gear repairs (\$4,000), aerial NDT inspection (\$5,000), etc.			
00-2-23-00-254	Communications Repair General repairs (\$2,000) and radio replacement (\$2000)	3,016	5,200	4,000
00-2-23-00-258	Software Maintenance Fire department operations software (Emergency Reporting)	4,449	5,000	5,000
00-2-23-00-263	Equipment Rental & Lease Radio lease (\$10,000) CPO radios added.	0	10,000	12,500
00-2-23-00-270	Contracted Services-MISC permits/licenses Standby for water/fire equipment for in town; Mental Health Contracted Services	687	2,000	9,000
00-2-23-00-275	Insurance Based on 2019 Actuals	7,115	7,500	7,247
00-2-23-00-276	Vehicle Insurance Based on 2019 Actuals	1,535	6,449	5,214
00-2-23-00-510	Administrative Supplies Admin supplies for firehall and office includes yearly service awards, general supplies at firehall, and volunteer appreciation awards	7,519	7,000	7,000
00-2-23-00-512	Safety Equipment/Uniforms/Clothing/Boots 10 sets coveralls - \$350 each (\$3,500) (\$3000) General Uniform Costs	4,608	3,500	6,500
00-2-23-00-520	Vehicle Parts and Supplies Parts for vehicle repair	20,006	10,000	15,000
00-2-23-00-521	Fuel/Oil etc vehicles Fuel costs for apparatus/ propane costs for props	11,482	17,000	15,000
00-2-23-00-525	Equipment Replacement Foam (\$2,000), consumables (\$10,000), boots (\$3,000), hose replacement (\$3,000), bunker gear - 4 sets (\$4000/set); pumps (\$3,500) *some consumables recovered in revenue from contracts	36,249	39,500	37,500
00-2-23-00-527	SCBA Repair Annual servicing of airpack equipment and compressor system; Based on actuals and lower cost	6,090	14,000	10,000
00-2-23-00-762	Transfer to Projects	0	0	0
00-2-23-00-764	Transfer to Reserves	0	0	0
00-2-23-00-770	Grants to Individuals and Organizations Transfer to volunteer firefighter's association	46,800	46,800	46,800
00-2-23-00-831	Debenture Interest [Expires 2023]Fire Pumper, based on 2020 debt schedule	4,640	5,005	3,748
00-2-23-00-832	Debenture Principal [Expires 2023]Fire Pumper, based on 2020 debt schedule	0	28,431	29,687
00-2-23-00-900	Amortization Expense	0	0	0
	Total Expenses	410,944	481,911	557,310
	Net Cost	(297,591)	(289,911)	(318,560)

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Fire Hall				
Expenses				
00-2-23-01-110	Salaries and Wages	3,255	7,105	7,435
00-2-23-01-131	Employer Contributions	514	1,378	1,526
00-2-23-01-136	Workers Compension Board	29	39	59
00-2-23-01-252	Contracted Services re:Fixed Assets	18,015	14,500	9,000
	Maintenance not able to be completed internally (\$6,000); general hall equipment repairs (\$2,000); annual steam clean (\$1000)			
00-2-23-01-274	Insurance Buildings	2,113	13,067	10,060
	Fire Hall: Based on 2019 Actuals			
00-2-23-01-530	Maintenance Materials & Supplies	5,360	6,000	6,000
	Regular maintenance items (\$3,000), miscellaneous (\$1,000); janitorial supplies (\$2,000)			
00-2-23-01-540	Water/Sewer/Garbage	3,727	3,800	3,800
	Based on 2018 actuals (2019 was an anomaly)			
00-2-23-01-543	Utilities - Gas	6,894	7,041	10,048
	Based on 2021 Budget - EAI; Classroom Estimate \$3140			
00-2-23-01-544	Utilities - Electrical	11,562	9,678	15,343
	Based on 2021 Budget - EAI			
Total Expenses		51,470	62,608	63,271
Net Cost		(51,470)	(62,608)	(63,271)
Wildland Urban Interface				
Revenues				
00-1-23-02-350	Sales to Other Local Governments	31,480	20,000	20,000
	offset training costs of delivery.			
00-1-23-02-490	Labour Response Out of Town	9,638	42,142	20,000
	Based on OT costs billed for response and training			
00-1-23-02-491	Equipment Response Out of Town	6,251	40,000	25,000
	Equipment billing for training and response for incidents			
00-1-23-02-840	Provincial Grants -	327,401	386,667	357,339
	Per 2021 Agreement (\$348,750 2021; \$116,250 March 2022); Grant Extension 2020			
Total Revenues		374,770	488,809	422,339
Expenses				
00-2-23-02-110	Salaries and Wages	277,330	352,520	309,255
00-2-23-02-131	Employer Contributions	51,686	60,769	59,140
00-2-23-02-136	Workers Compension Board	2,586	1,693	2,267
00-2-23-02-211	Travel & Subsistence	18,732	10,000	10,000
00-2-23-02-217	Telephone/Communications	360	2,340	2,500
	iPad usage (\$130 x 12); 1 cell phone (\$65 x 12)			
00-2-23-02-229	Professional Development	0	3,000	4,000
	4 WUI Team Members			
00-2-23-02-254	Communications Repair	0	1,000	0
	Radios			

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00-2-23-02-276	Vehicle Insurance	0	250	0
00-2-23-02-510	Administrative Supplies	13,807	0	9,000
	Administrative Supplies			
00-2-23-02-512	Safety Equipment/Uniforms/Clothing/Boots	3,637	3,000	9,177
00-2-23-02-521	Fuel/Oil etc vehicles	2,228	20,000	3,000
00-2-23-02-525	Equipment Replacement	4,406	5,000	9,000
00-2-23-02-770	Grants to Individuals and Organizations	0	4,200	5,000
	Total Expenses	374,770	463,773	422,339
	Net Cost	0	25,036	(0)
Disaster Services & Emergency				
	Revenues			
00-1-24-00-590	Other Revenue From Own Sources	24,235	0	0
00-1-24-00-840	Provincial Grants	4,453	99,600	60,000
	IMT Project - Annual funding of \$60,000			
	Total Revenues	28,688	99,600	60,000
	Expenses			
00-2-24-00-110	Salaries and Wages	31,960	36,647	23,687
00-2-24-00-131	Employer Contributions	4,271	6,586	4,066
00-2-24-00-136	Workers Compensation Board	237	190	170
00-2-24-00-217	Telephone/Communications	5,458	5,500	5,500
	Covers emergency phones and their use as well as the cost of maintaining back up phone lines for the EOC.			
00-2-24-00-229	Professional Development	0	2,500	0
	Organizational training for EM includes DEM, DDEM, and position roles after plan is developed			
00-2-24-00-230	Consultant/Professional Services Fees	0	5,000	0
	Emergency plan exercise 2020			
00-2-24-00-238	SPECIAL PROGRAM	4,453	60,000	60,000
	IMT project - covered through provincial grant			
00-2-24-00-250	Contracted Services	59,432	59,600	0
	Signage and tree thinning by Community Park			
00-2-24-00-510	Administrative Supplies	1,681	3,680	1,500
	Supplies			
	Total Expenses	107,492	179,703	94,922
	Net Cost	(78,804)	(80,103)	(34,922)
Ambulance Service				
	Revenues			
00-1-25-00-590	Other Revenue From Own Sources	0	0	0
	Total Revenues	0	0	0
	Expenses			
00-2-25-00-214	Individual Memberships/Conference Fees	1,644	6,000	3,510
	ACP - 6 members - (Approx. \$600/member)			
00-2-25-00-229	Professional Development	2,691	4,000	4,000
	MFR Training done local, equipment and materials, CPR re-certifications for firefighters - training materials (\$2,000) and CPR (\$2,000)			
00-2-25-00-263	Equipment Rental & Lease	0	0	10,000

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		2020 ACTUAL	2020 BUDGET	2021 BUDGET
	Heart Monitor Leases			
00-2-25-00-516	First Aid & Pharmaceutical	4,863	2,500	5,000
	EMS First Response (ambulance first aid co-response), supplies - medications (\$1,500), gloves and drugs cost is up (COVID) high demands; Misc (\$1000)			
	Total Expenses	9,198	12,500	22,510
	Net Cost	(9,198)	(12,500)	(22,510)
Community Enforcement Services				
Revenues				
00-1-26-00-532	Munici/Prov Fines(Prov Tickets)	7,843	35,000	35,000
	Provincial charges based on 2018 and 2019 actuals			
00-1-26-00-590	Other Revenue From Own Sources	2,213	1,000	1,000
	Towing charges, cleanup charges, etc.			
	Total Revenues	10,056	36,000	36,000
Expenses				
00-2-26-00-110	Salaries and Wages	196,282	200,572	200,706
00-2-26-00-131	Employer Contributions	31,574	33,942	34,286
00-2-26-00-136	Workers Compension Board	1,546	1,012	1,417
00-2-26-00-211	Travel & Subsistence	2,550	4,000	4,000
	Meetings/conferences for 2 staff: AACPO Conference (\$2,000) General (\$2,000)			
00-2-26-00-214	Individual Memberships/Conference Fees	175	0	0
00-2-26-00-217	Telephone/Communications	10,792	8,000	17,000
	Cell phone usage phones x 2 (\$5,000); (\$12,000) Taber Police Dispatch/CPIC Service			
00-2-26-00-229	Professional Development	2,660	4,000	3,000
	Peace Officer training for 2 staff: annual shotgun recertification (\$1,000 each), regular training (\$2,000)			
00-2-26-00-232	Legal Fees	3,217	5,000	5,000
	Legal fees for ticket prosecution, legal advice, and trials			
00-2-26-00-255	Contracted Maintenance and Repair (Vehicle)	4,547	3,000	3,000
00-2-26-00-258	Software Maintenance	0	6,000	19,000
	Tracking software - report exec; E-ticketing (\$12,000)			
00-2-26-00-263	Equipment Rental & Lease	0	6,500	6,500
	Radio lease (\$6,500)			
00-2-26-00-276	Vehicle Insurance	422	2,336	2,040
	Based on 2019 Actuals			
00-2-26-00-510	Administrative Supplies	2,719	3,000	3,000
	Postage, general admin supplies - tickets etc.			
00-2-26-00-512	Safety Equipment/Uniforms/Clothing/Boots	3,240	4,000	6,500
	Uniforms for 3 officers (replacement \$2500/vest)			
00-2-26-00-520	Vehicle Parts and Supplies	4,692	5,000	1,000
	Misc. Maintenance			
00-2-26-00-521	Fuel/Oil etc vehicles	5,728	12,000	7,500
	Based on Actuals			
00-2-26-00-762	Transfer to Projects	0	0	0

2021 FINAL OPERATING BUDGET

TOWN OF HIGH LEVEL

		2020 ACTUAL	2020 BUDGET	2021 BUDGET
00-2-26-00-900	Amortization Expense	0	0	0
	Total Expenses	270,144	298,363	313,949
	Net Cost	(260,088)	(262,363)	(277,949)
Animal Control				
Revenues				
00-1-26-26-525	Animal Licenses	1,730	3,000	3,000
	Animal licenses fees - forwarded to Humane Society in agreement			
00-1-26-26-530	Fees & Fines Own Sources	2,415	3,000	3,000
	Fines directly from animal control			
	Total Revenues	4,145	6,000	6,000
Expenses				
00-2-26-26-110	Salaries and Wages	32,205	32,914	35,650
00-2-26-26-131	Employer Contributions	4,793	5,706	6,346
00-2-26-26-136	Workers Compension Board	307	167	256
00-2-26-26-230	Consultant/Professional Services Fees	0	3,000	1,500
	Vet services for incoming animals			
00-2-26-26-252	Contracted Services re:Fixed Assets	9,661	12,000	8,000
	Maintenance: AC Unit (\$5000) General (\$3000)			
00-2-26-26-274	Insurance Buildings	98	587	487
	Based on 2019 Actuals			
00-2-26-26-519	General Supplies	3,439	2,000	2,000
	Animal control supplies			
00-2-26-26-540	Water/Sewer/Garbage	1,706	1,600	1,600
	Dog pound water/sewer			
00-2-26-26-543	Utilities - Gas	0	3,074	3,140
	Portion of gas cost (15%) from Public Works Building			
00-2-26-26-544	Utilities - Electrical	2,359	2,061	2,923
	Based on 2021 Budget - EAI			
00-2-26-26-770	Grants to Individuals and Organizations	0	3,000	3,000
	Grant to Humane Society based on animal licenses sold for shelter operations			
	Total Expenses	54,567	66,109	64,902
	Net Cost	(50,422)	(60,109)	(58,902)
Common Services				
Revenues				
00-1-31-00-930	Transfer from Reserves (General Operating)	0	17,926	0
	Total Revenues	0	17,926	0
Expenses				
00-2-31-00-110	Salaries and Wages	189,994	233,975	250,558
00-2-31-00-131	Employer Contributions	34,821	38,730	45,021
00-2-31-00-136	Workers Compension Board	1,499	1,209	1,858
00-2-31-00-211	Travel & Subsistence	469	2,000	2,000
	Meals for staff working emergency OT, travel for training 8 public works staff			

2021 FINAL OPERATING BUDGET

TOWN OF HIGH LEVEL

		2020 ACTUAL	2020 BUDGET	2021 BUDGET
00-2-31-00-214	Individual Memberships/Conference Fees C.P.W.A, PWAA Conference	0	500	500
00-2-31-00-215	Freight	1,548	4,000	3,000
00-2-31-00-217	Telephone/Communications Internet, 2 phone lines, 5 cell phone and 1 iPad data plans	8,564	6,000	6,000
00-2-31-00-223	Subscriptions & Publications Technical manuals & online software for Mechanic: ALLDATA Canada	419	1,500	1,500
00-2-31-00-229	Professional Development Training for 8 public works staff: H2S, safe trenching, defensive driving, loader operating, etc.	1,010	2,000	2,000
00-2-31-00-250	Contracted Services Trades people (welder etc) Reduced contracted and moved to Equipment Fleet Parts	0	27,000	5,000
00-2-31-00-253	Equipment Maintenance & Repair All heavy and small equipment repairs plus tires, windshields, etc.	3,816	5,000	4,000
00-2-31-00-254	Communications Repair Two way radio licence and repair/replacement	3,332	2,500	3,500
00-2-31-00-255	Contracted Maintenance and Repair (Vehicle) All vehicle repairs, windshields, tires, etc.	3,174	5,000	4,000
00-2-31-00-263	Equipment Rental & Lease Skid steer trade-up (\$4,500), shop tool rentals	11,671	6,000	6,000
00-2-31-00-276	Vehicle Insurance Based on 2019 Actuals	3,575	16,748	14,590
00-2-31-00-510	Administrative Supplies Computers, printers, and office related supplies	2,817	2,000	3,000
00-2-31-00-512	Safety Equipment/Uniforms/Clothing/Boots 8 staff - safety boots, coveralls, rubber boots, winter wear, hard hats, gloves, eyewear, first aid kits, etc.	6,393	8,000	8,000
00-2-31-00-519	General Supplies	1,460	0	0
00-2-31-00-520	Vehicle Parts and Supplies All fleet vehicle parts and supplies	12,810	18,000	15,000
00-2-31-00-521	Fuel/Oil etc vehicles Fuel for all equipment, vehicles, and small equipment	59,083	60,000	50,000
00-2-31-00-522	Equipment Fleet Parts & Supplies All heavy and small equipment parts and supplies	61,628	38,000	56,000
00-2-31-00-524	Small Tools/Maintenance Items Tools for trucks, shop, and Mechanic (2) tool allowance (\$500 annually)	1,595	4,000	2,000
00-2-31-00-530	Maintenance Materials & Supplies Steel, pipe, and other materials for shop	6,937	10,000	6,000
00-2-31-00-532	Equipment Consumables Grader blades, sweeper brooms, bucket edges, etc.	11,020	12,500	12,500
00-2-31-00-762	Transfer to Projects Transfer to Capital Projects from Operating	0	0	0

2021 FINAL OPERATING BUDGET

TOWN OF HIGH LEVEL

		2020 ACTUAL	2020 BUDGET	2021 BUDGET
00-2-31-00-900	Amortization Expense	0	0	0
	Total Expenses	427,636	504,662	502,026
	Net Cost	(427,636)	(486,736)	(502,026)
Public Works Shop				
Expenses				
00-2-31-01-110	Salaries and Wages	2,176	2,368	2,478
00-2-31-01-131	Employer Contributions	240	459	509
00-2-31-01-136	Workers Compension Board	20	13	20
00-2-31-01-252	Contracted Services re:Fixed Assets Janitorial contract (\$11,625), overhead doors servicing, contracted trades	23,359	19,000	19,000
00-2-31-01-274	Insurance Buildings Based on 2019 Actuals	3,633	19,268	20,710
00-2-31-01-530	Maintenance Materials & Supplies Internal maintenance to building	2,715	4,000	2,000
00-2-31-01-540	Water/Sewer/Garbage Garbage bin at PW Shop, scap metal bin	6,475	6,000	6,000
00-2-31-01-543	Utilities - Gas Based on 2021 Budget - EAI; 1/3 total from Dept 41	21,956	17,418	17,791
00-2-31-01-544	Utilities - Electrical Based on 2021 Budget - EAI; 1/3 total from Dept 41	49,677	55,480	54,608
00-2-31-01-831	Debenture Interest [Expires 2030] new PW shop, based on 2020 debt schedule	15,059	15,403	14,220
00-2-31-01-832	Debenture Principal [Expires 2030] new PW shop 2011, based on 2020 debt schedule	0	30,449	31,631
00-2-31-01-900	Amortization Expense	0	0	0
	Total Expenses	125,309	169,859	168,967
	Net Cost	(125,309)	(169,859)	(168,967)
Roads, Street, Walk & Lighting				
Revenues				
00-1-32-00-120	Special Assessment	0	0	0
00-1-32-00-494	Miscellaneous Revenue Revenue from cleanup orders: yards, sidewalks, etc.	0	1,500	1,500
00-1-32-00-930	Transfer from Reserves (General Operating) 100 Ave & Blvd	0	31,000	31,000
	Total Revenues	0	32,500	32,500
Expenses				
00-2-32-00-110	Salaries and Wages	504,573	483,996	482,810
00-2-32-00-131	Employer Contributions	82,546	77,378	83,552
00-2-32-00-136	Workers Compension Board	4,407	2,381	3,414
00-2-32-00-215	Freight	0	0	0
00-2-32-00-230	Consultant/Professional Services Fees Engineering services: surveyor and design	0	5,000	5,000
00-2-32-00-250	Contracted Services	72,950	65,000	65,000

2021 FINAL OPERATING BUDGET

TOWN OF HIGH LEVEL

		2020 ACTUAL	2020 BUDGET	2021 BUDGET
	Snow haul trucks, sand mixing, cat, backhoe, and fireguard work finishing			
00-2-32-00-252	Contracted Services re:Fixed Assets	7,461	35,000	35,000
	Concrete repairs, street light repairs, gates, fencing; 2021 - crack sealing			
00-2-32-00-263	Equipment Rental & Lease	6,468	3,000	3,000
	Man lift for decorations, site fencing, packers, and pumps			
00-2-32-00-270	Contracted Services-MISC permits/licenses	3,940	4,000	4,000
	CNR expense on road crossings \$250/mo; annual base rent			
00-2-32-00-519	General Supplies	657	2,500	2,500
	Christmas lighting and banners, decorations			
00-2-32-00-520	Vehicle Parts and Supplies	0	0	0
00-2-32-00-529	Street Lighting Material	396	1,000	1,000
	Repairs: cross walk signage at HLPS and Town lighting along 100 Avenue			
00-2-32-00-530	Maintenance Materials & Supplies	2,976	12,000	10,000
	Pothole patching material, line paint, lumber, concrete			
00-2-32-00-533	Green Space Materials & Supplies	19,958	40,000	40,000
	Flowers (\$10,000), grass crew supplies, landscaping, brickwork, garbage cans; 2020 - 100 Avenue and boulevards (\$20,000)			
00-2-32-00-535	Street & Road Materials	29,292	45,000	45,000
	Gravel, sand, salt, asphalt patching, alleys, and laneways			
00-2-32-00-536	Street Signs	2,388	5,000	25,000
	Street signs, crosswalk markings, traffic control; SNCS Crosswalk			
00-2-32-00-544	Utilities - Electrical	272,998	363,806	360,876
	Street lighting; Based on 2021 Budget - EAI			
00-2-32-00-762	Transfer to Projects	0	0	0
00-2-32-00-831	Debenture Interest	4,193	4,300	1,857
	Debenture#38 & 39 - 1999 Street Paving and Overlays- done in 2015. 100 Ave Debenture new (2016) Expires 2021			
00-2-32-00-832	Debenture Principal	0	152,367	154,810
	Debenture#38 & 39 - 1999 Street Paving and Overlays- done in 2015. 100 Ave Debenture new (2016) Expires 2021			
00-2-32-00-900	Amortization Expense	0	0	0
	Total Expenses	1,015,201	1,301,728	1,322,818
	Net Cost	(1,015,201)	(1,269,228)	(1,290,318)

Airport

Revenues

00-1-33-00-430	Landing Fees	54,143	110,000	97,055
	Fees received for aircraft landings			
00-1-33-00-431	Parking Fees	39,868	50,000	50,000
	Parking of vehicles & aircraft (based on from 2018 and 2019)			
00-1-33-00-432	Fuel Flowage Fees	20,953	50,000	50,000
	A fuel surcharge revenue based on "Schedule of Fees"			

2021 FINAL OPERATING BUDGET

TOWN OF HIGH LEVEL

		2020 ACTUAL	2020 BUDGET	2021 BUDGET
00-1-33-00-433	Terminal Charges Airline passenger access to Terminal (based on actuals from 2018 and 2019)	27,106	90,000	90,000
00-1-33-00-494	Miscellaneous Revenue Fees charged to others for services such as internet, snowplowing, grass cutting, use of equipment, and labour	0	500	500
00-1-33-00-534	Passenger Fees Designated for future Airport Capital Improvements	48,143	90,000	77,055
00-1-33-00-565	Terminal Building Leases Leases in the Air Terminal Building	62,485	65,000	65,000
00-1-33-00-566	Land Leases/Hangarage Leases of land at the Airport - separate from Housing leases	53,930	65,000	65,000
00-1-33-00-567	Alberta Forestry Lease Lease revenue from the air tanker base and helipad	46,326	45,000	45,000
00-1-33-00-568	Aiport Housing Leases Lease revenue from one house at the Airport (second house is provided for airport manager contract) - vacant but anticipating rental for six months of 2020 (\$750 per month) and full years thereafter	6,587	4,500	4,500
00-1-33-00-590	Other Revenue From Own Sources Banking machine fees	84	1,000	1,000
Total Revenues		359,624	571,000	545,109
Expenses				
00-2-33-00-110	Salaries and Wages	204,072	229,152	232,032
00-2-33-00-131	Employer Contributions	32,101	35,234	38,343
00-2-33-00-136	Workers Compension Board	1,785	1,081	1,579
00-2-33-00-211	Travel & Subsistence Travel for meetings and staff training (estimated as attendance at 2 conferences - training to be performed in-house)	0	2,000	2,000
00-2-33-00-214	Individual Memberships/Conference Fees Airport conference, AAMA, SWIFT, Regional Airports Association	1,100	2,000	2,000
00-2-33-00-215	Freight	0	0	1,000
00-2-33-00-217	Telephone/Communications Internet, phone, fax, cell phones	9,687	11,500	11,500
00-2-33-00-223	Subscriptions & Publications CFS subscription	139	200	200
00-2-33-00-229	Professional Development Many courses and training are dictated by regulations as they change (TDG, wildlife course, etc.)	758	4,000	3,000
00-2-33-00-230	Consultant/Professional Services Fees CONTRACT - Airport manager and compliance: January 1 to March 31, 2020 (\$13,250/month), April 1, 2020 to March 31, 2021 (\$13,515/month), April 1, 2021 to March 31, 2022 (\$13,786/month), April 1 to December 31, 2022 (\$14,061/month); paper/live exercises: 2020 (\$8,160), 2021 (\$12,200), 2022 (\$8,323)	170,774	169,600	172,400

2021 FINAL OPERATING BUDGET

TOWN OF HIGH LEVEL

		2020 ACTUAL	2020 BUDGET	2021 BUDGET
00-2-33-00-252	Contracted Services re:Fixed Assets Crack filling, runway lighting, and painting	17,820	20,000	25,000
00-2-33-00-253	Equipment Maintenance & Repair Equipment & vehicle repair	9,207	7,500	7,500
00-2-33-00-258	Software Maintenance Airport Invoicing Software (ALFA - \$5,000) and TRACR Software (\$2200)	7,834	7,200	7,200
00-2-33-00-263	Equipment Rental & Lease	0	0	0
00-2-33-00-275	Insurance Based on Actuals	4,782	4,500	4,782
00-2-33-00-276	Vehicle Insurance Based on 2019 Actuals	330	2,833	1,377
00-2-33-00-510	Administrative Supplies	1,564	2,000	2,000
00-2-33-00-512	Safety Equipment/Uniforms/Clothing/Boots 3 staff coveralls / steel toe foot wear - PPE	832	1,500	1,500
00-2-33-00-519	General Supplies Airside (electrical etc.) pulpit and lid replacement, electrical supplies	6,485	6,500	6,500
00-2-33-00-520	Vehicle Parts and Supplies	722	2,500	2,500
00-2-33-00-521	Fuel/Oil etc vehicles Gas, diesel, oils based on 2019 Actuals	21,243	30,000	25,500
00-2-33-00-522	Equipment Fleet Parts & Supplies	7,284	10,000	10,000
00-2-33-00-531	Chemicals Includes jet sand and de-icing chemicals: \$15,000 for sand, \$30,000 de-icing, \$5,000 chemicals. (i.e., freezing rain/frost)	42,338	50,000	50,000
00-2-33-00-762	Transfer to Projects	0	0	0
00-2-33-00-764	Transfer to Reserves Airport Improvement Fee revenue transferred to Airport Reserve (\$90,000 total - in 2020, \$60,000 transferred directly to Capital Budget Project)	48,143	90,000	90,000
00-2-33-00-900	Amortization Expense	0	0	0
	Total Expenses	588,999	689,301	697,913
	Net Cost	(229,375)	(118,301)	(152,804)
Airport Terminal Building				
Revenues				
00-1-33-01-920	Transfer from CAPITAL reserves (new 2011)	0	0	0
00-1-33-01-930	Transfer from Reserves (General Operating) Transfer from Reserves	0	0	0
	Total Revenues	0	0	0
Expenses				
00-2-33-01-110	Salaries and Wages	8,365	7,895	8,261
00-2-33-01-131	Employer Contributions	1,128	1,531	1,696
00-2-33-01-136	Workers Compension Board	69	43	65
00-2-33-01-252	Contracted Services re:Fixed Assets Janitorial contract annual (\$21,000); maintenance not able to be completed internally (\$14,000)	37,630	35,000	35,000
00-2-33-01-274	Insurance Buildings	2,064	12,533	10,447

2021 FINAL OPERATING BUDGET

TOWN OF HIGH LEVEL

		2020 ACTUAL	2020 BUDGET	2021 BUDGET
Based on 2019 Actuals				
00-2-33-01-530	Maintenance Materials & Supplies Internal maintenance; Signage (\$10,000)	7,272	9,500	19,500
00-2-33-01-540	Water/Sewer/Garbage	8,317	10,000	10,000
00-2-33-01-543	Utilities - Gas	28,373	17,000	17,000
00-2-33-01-544	Utilities - Electrical	45,128	48,610	47,792
Based on 2021 Budget - EAI				
00-2-33-01-900	Amortization Expense	0	0	0
Total Expenses		138,348	142,112	149,761
Net Cost		(138,348)	(142,112)	(149,761)
Water Supply & Distribution				
Revenues				
00-1-41-00-410	Sale of Goods Sale of water - utility billing (Actuals)	1,479,210	1,436,507	1,492,937
00-1-41-00-411	Sale of Services/Programs Sale of bulk water (Actuals)	190,270	200,000	191,933
00-1-41-00-413	Hookup/Transfer Charge Administrative fees for water/sewer connections and transfers	6,108	7,500	7,500
00-1-41-00-590	Other Revenue From Own Sources After hours callouts	40	1,000	1,000
00-1-41-00-920	Transfer from CAPITAL reserves (new 2011) Transfer from Utility Reserves to Fund Projects under Operating Budget; GAC Replacement required not required until Spring 2022	0	50,000	0
00-1-41-00-930	Transfer from Reserves (General Operating)	0	0	0
Total Revenues		1,675,628	1,695,007	1,693,370
Expenses				
00-2-41-00-110	Salaries and Wages	406,351	431,994	447,101
00-2-41-00-131	Employer Contributions	67,219	73,351	81,674
00-2-41-00-136	Workers Compension Board	3,418	2,110	3,151
00-2-41-00-151	Elected Official Fees	0	0	0
00-2-41-00-211	Travel & Subsistence Travel costs for training, meetings, and emergency water repair meals	3,835	4,500	4,500
00-2-41-00-214	Individual Memberships/Conference Fees Individual membership to AWWOA and Town membership to AWWA	1,300	1,250	1,250
00-2-41-00-215	Freight Freight and shipping costs for operational supplies	2,327	10,000	7,000
00-2-41-00-216	Postage Mailing utility bills	5,687	6,000	6,000
00-2-41-00-217	Telephone/Communications Telephone, internet, and cell phone; dispatch services (\$3,000)	10,280	12,000	12,000
00-2-41-00-226	Lab Testing	11,161	25,000	25,000

2021 FINAL OPERATING BUDGET

TOWN OF HIGH LEVEL

		2020 ACTUAL	2020 BUDGET	2021 BUDGET
Contracted laboratory testing for water and sewer compliance (based on past three years actuals and anticipated increased costs)				
00-2-41-00-229	Professional Development Operator training for new and existing operators	3,370	4,000	4,000
00-2-41-00-230	Consultant/Professional Services Fees	0	0	0
00-2-41-00-232	Legal Fees	0	0	0
00-2-41-00-252	Contracted Services re:Fixed Assets Water Treatment & Distribution & Pump houses - Contracted Services for Electrical , Plumbing and Mechanical Trades for repairs.	63,470	45,000	45,000
00-2-41-00-253	Equipment Maintenance & Repair Small rental equipment	0	4,000	4,000
00-2-41-00-258	Software Maintenance Annual support for WTP SCADA and PM software updates	7,738	10,000	18,000
00-2-41-00-270	Contracted Services-MISC permits/licenses Alberta One Call utility locates	1,116	1,500	1,500
00-2-41-00-510	Administrative Supplies Computers and office supplies	5,461	3,000	3,000
00-2-41-00-512	Safety Equipment/Uniforms/Clothing/Boots Safety materials and equipment	2,674	2,000	2,000
00-2-41-00-513	Cleaning & Janitorial Supplies Facility cleaning supplies	729	500	500
00-2-41-00-517	Lab Supplies Laboratory equipment and supplies for daily testing and reporting needs	3,767	5,000	5,000
00-2-41-00-521	Fuel/Oil etc vehicles Fuel and lubricants for 2 WTP pick-ups and WTP generator	6,912	10,000	10,000
00-2-41-00-526	WTP Equipment Maint. Material Covers all equipment parts, chemical pumps and materials for plant and pump houses	53,120	45,000	65,000
00-2-41-00-530	Maintenance Materials & Supplies Water Distribution Materials, Valves, Hydrants, Piping and CC's Parts and Water Meter Materials	36,097	40,000	40,000
00-2-41-00-531	Chemicals Chemical Costs Treatment and Distribution Systems Increase in overall chemical costs.	409,555	275,000	350,000
00-2-41-00-532	Equipment Consumables	108,852	150,000	0
00-2-41-00-762	Transfer to Projects	0	0	0
00-2-41-00-764	Transfer to Reserves GAC Replacement required 2020 and 2022 Future projects, capital purchases or operations, revenues over expenses for WTP Operations and Building	0	9,692	37,041
00-2-41-00-900	Amortization Expense	0	0	0
00-2-41-00-927	Write Off Unpaid utility accounts	0	1,000	1,000
Total Expenses		1,214,439	1,171,897	1,173,717
Net Cost		461,189	523,110	519,652

2021 FINAL OPERATING BUDGET

TOWN OF HIGH LEVEL

		2020 ACTUAL	2020 BUDGET	2021 BUDGET
Water Treatment Plant				
Expenses				
00-2-41-01-110	Salaries and Wages	1,396	1,579	1,652
00-2-41-01-131	Employer Contributions	190	306	339
00-2-41-01-136	Workers Compension Board	13	9	13
00-2-41-01-252	Contracted Services re:Fixed Assets General repairs to boilers and heating system	8,106	6,500	6,500
00-2-41-01-274	Insurance Buildings Based on 2018-19 premium plus 10%	5,130	22,661	22,661
00-2-41-01-530	Maintenance Materials & Supplies Maintenance materials for in house repairs and maintenance	815	1,500	1,500
00-2-41-01-540	Water/Sewer/Garbage Garbage bin at WTP	1,775	1,750	1,750
00-2-41-01-543	Utilities - Gas Based on 2021 Budget - EAI; 2/3 Dept 41 Budget (1/3 budgeted to Dept 31)	32,727	31,047	31,117
00-2-41-01-544	Utilities - Electrical Based on 2021 Budget - EAI; 2/3 Dept 41 Budget (1/3 budgeted to Dept 31)	94,341	105,479	101,841
00-2-41-01-831	Debenture Interest [Expires 2023 & 2033], based on 2020 debt schedule (Combined 41-00 and 41-01)	84,662	89,313	75,969
00-2-41-01-832	Debenture Principal [Expires 2023 & 2033], based on 2020 debt schedule (Combined 41-00 and 41-01)	0	262,966	276,311
Total Expenses		229,156	523,110	519,653
Net Cost		(229,156)	(523,110)	(519,653)
Sanitary Sewage Services				
Revenues				
00-1-42-00-411	Sale of Services/Programs Revenues from sewer services on utility accounts; Based on 2020 Actuals	422,971	463,601	425,950
00-1-42-00-420	Lagoon Dumping Fees Revenue from private vacuum trucks dumping into the sewage lagoon; Based on 2020 Actuals Note increase due to Tolko hauling condensation water from thermal plant	174,900	115,000	169,241
00-1-42-00-930	Transfer from Reserves (General Operating)	0	0	0
Total Revenues		597,871	578,601	595,191
Expenses				
00-2-42-00-110	Salaries and Wages	141,135	180,900	190,004
00-2-42-00-131	Employer Contributions	18,849	30,209	34,327
00-2-42-00-136	Workers Compension Board	1,126	874	1,320
00-2-42-00-151	Elected Official Fees	0	0	0
00-2-42-00-211	Travel & Subsistence	0	0	0
00-2-42-00-215	Freight	0	0	0
00-2-42-00-216	Postage Postage utility bills	5,687	6,000	6,000
00-2-42-00-217	Telephone/Communications	2,236	2,800	2,800

2021 FINAL OPERATING BUDGET

TOWN OF HIGH LEVEL

		2020 ACTUAL	2020 BUDGET	2021 BUDGET
	Phone lines and alarm monitoring for lift station alarms			
00-2-42-00-252	Contracted Services re:Fixed Assets Maintenance on building and lift station buildings	20,490	15,000	15,000
00-2-42-00-263	Equipment Rental & Lease Rental of pumps and miscellaneous equipment	0	250	250
00-2-42-00-274	Insurance Buildings Based on 2019 Actuals	598	3,233	2,988
00-2-42-00-276	Vehicle Insurance Based on 2019 Actuals	492	2,833	2,474
00-2-42-00-512	Safety Equipment/Uniforms/Clothing/Boots Safety equipment and consumables	2,581	3,000	3,000
00-2-42-00-521	Fuel/Oil etc vehicles Generators at all Lift Stations 3 total	826	2,000	2,000
00-2-42-00-530	Maintenance Materials & Supplies Materials and parts for sewer lines and lift stations; will replace one lift pump \$9500	10,116	20,000	20,000
00-2-42-00-531	Chemicals Treatment chemicals for lagoon; New treatment to meet fisheries requirements.	4,856	5,000	10,000
00-2-42-00-543	Utilities - Gas Liftstation; Based on 2021 Budget - EAI	4,647	4,574	4,323
00-2-42-00-544	Utilities - Electrical Liftstation; Based on 2021 Budget - EAI	29,225	25,343	37,803
00-2-42-00-762	Transfer to Projects	0	0	0
00-2-42-00-764	Transfer to Reserves Future Projects Contribution	0	276,586	262,901
00-2-42-00-900	Amortization Expense	0	0	0
	Total Expenses	242,861	578,601	595,191
	Net Cost	355,010	(0)	(0)
Garbage Collection				
Revenues				
00-1-43-01-411	Sale of Services/Programs Estimated dwelling units 1180 @ \$15.75/month - adjusted for 2018 and 2019 actuals	222,986	220,000	220,000
	Total Revenues	222,986	220,000	220,000
Expenses				
00-2-43-01-110	Salaries and Wages	3,393	3,614	3,747
00-2-43-01-131	Employer Contributions	496	731	808
00-2-43-01-136	Workers Compension Board	31	19	29
00-2-43-01-218	Residential Collection Contract Contract minimum dwelling units 1185 with a 2020 rate of 8.58 (2018 was 8.41)	111,634	115,000	115,000
00-2-43-01-219	Tipping Fees Landfill fees charged by Mackenzie Waste Commission for the garbage taken to the landfill by L&P and individual residents; No change to tipping fees.	94,047	80,000	80,000
00-2-43-01-764	Transfer to Reserves	0	0	0

2021 FINAL OPERATING BUDGET

TOWN OF HIGH LEVEL

		2020 ACTUAL	2020 BUDGET	2021 BUDGET
Total Expenses		209,602	199,364	199,584
Net Cost		13,384	20,636	20,416
Cemeteries				
Revenues				
00-1-56-00-410	Sale of Goods Cost of plots to cover costs for burial (\$500 per plot); 3-year average	4,550	2,500	2,500
00-1-56-00-590	Other Revenue From Own Sources Mackenzie County	0	0	600
00-1-56-00-591	Donations	0	0	0
00-1-56-00-850	Provincial Unconditional Grant	600	0	0
Total Revenues		5,150	2,500	3,100
Expenses				
00-2-56-00-110	Salaries and Wages	11,724	18,302	18,119
00-2-56-00-131	Employer Contributions	1,712	2,623	2,780
00-2-56-00-136	Workers Compension Board	94	96	132
00-2-56-00-252	Contracted Services re:Fixed Assets Contracted Help; Surveying Costs (\$2,750)	0	250	3,000
00-2-56-00-530	Maintenance Materials & Supplies Mackenzie County (\$600)	0	1,500	600
00-2-56-00-540	Water/Sewer/Garbage Garbage bin at cemetery	247	400	400
00-2-56-00-764	Transfer to Reserves	0	0	0
00-2-56-00-900	Amortization Expense	0	0	0
Total Expenses		13,776	23,170	25,032
Net Cost		(8,626)	(20,670)	(21,932)
Building Inspections				
Revenues				
00-1-29-00-526	Building Permits Based on 2019 Budget	28,180	150,000	55,000
00-1-29-00-527	Electrical Permits Based on 2019 Budget	8,673	15,000	6,000
00-1-29-00-528	Plumbing Permits Based on 2019 Budget	2,308	5,000	3,000
00-1-29-00-529	Gas Permits Based on 2019 Budget	3,689	3,000	1,500
00-1-29-00-530	Fees & Fines Own Sources 4% of permit fees to Safety Codes Council; Based on 2019 Budget	2,285	6,920	2,620
Total Revenues		45,136	179,920	68,120
Expenses				
00-2-29-00-110	Salaries and Wages	0	0	0
00-2-29-00-131	Employer Contributions	0	0	0
00-2-29-00-136	Workers Compension Board	0	0	0
00-2-29-00-217	Telephone/Communications	0	0	0
00-2-29-00-223	Subscriptions & Publications Code books for Safety Codes Council	0	0	500

2021 FINAL OPERATING BUDGET

TOWN OF HIGH LEVEL

		2020 ACTUAL	2020 BUDGET	2021 BUDGET
00-2-29-00-225	Safety Code Council Fees paid to the Safety Codes Council; Based on 2019 Budget	2,364	6,920	2,620
00-2-29-00-229	Professional Development For permit issuance program for staff; Based on 2019 Budget	0	1,000	700
00-2-29-00-230	Consultant/Professional Services Fees	0	6,000	0
00-2-29-00-270	Contracted Services-MISC permits/licenses Superior permit fees 80% of electrical, plumbing, gas permits & building; Based on 2019 Budget	52,269	138,400	52,400
Total Expenses		54,633	152,320	56,220
Net Cost		(9,497)	27,600	11,900
Planning, Zoning, Development				
Revenues				
00-1-61-00-410	Sale of Goods Compliance certificates - estimate based on prior years requests, generally associated with the sale of residential; maps; large size copies, laminating, hardcopy documents.	449	1,500	600
00-1-61-00-523	Development Permits Requirements change; Development Permits	30,644	4,500	2,000
00-1-61-00-524	Subdivision Application Fees Potential Industrial or Residential subdivisions	0	500	500
00-1-61-00-590	Other Revenue From Own Sources	1,235	0	0
00-1-61-00-930	Transfer from Reserves (General Operating)	0	0	0
Total Revenues		32,328	6,500	3,100
Expenses				
00-2-61-00-110	Salaries and Wages	77,343	60,167	162,133
00-2-61-00-131	Employer Contributions	13,160	9,837	33,302
00-2-61-00-136	Workers Compension Board	648	336	1,272
00-2-61-00-211	Travel & Subsistence Travel for ALUP Program (U of A), if required	100	500	500
00-2-61-00-214	Individual Memberships/Conference Fees	100	0	0
00-2-61-00-215	Freight	0	0	1,000
00-2-61-00-217	Telephone/Communications Manager cell phone and office phones	2,355	1,550	1,550
00-2-61-00-223	Subscriptions & Publications	0	0	0
00-2-61-00-229	Professional Development no training required	1,200	4,770	0
00-2-61-00-230	Consultant/Professional Services Fees GIS support MuniSight contract (\$38,700), AltaLIS (\$350), ArcGIS (\$1,770); Consultant (\$15,000) (\$6285) LiDAR	54,482	55,320	62,085
00-2-61-00-232	Legal Fees	1,618	7,000	0
00-2-61-00-233	Record Drawings	0	0	0
00-2-61-00-253	Equipment Maintenance & Repair Plotter and Laminator	0	1,000	7,500
00-2-61-00-276	Vehicle Insurance	0	0	0
00-2-61-00-510	Administrative Supplies	4,378	2,000	5,000

2021 FINAL OPERATING BUDGET

TOWN OF HIGH LEVEL

		2020 ACTUAL	2020 BUDGET	2021 BUDGET
	Measuring tapes, poster boards, Plotter Ink (\$400/cartridge) Plotter Paper (\$1000/roll)			
00-2-61-00-512	Safety Equipment/Uniforms/Clothing/Boots	0	0	1,000
00-2-61-00-521	Fuel/Oil etc vehicles	0	0	0
00-2-61-00-762	Transfer to Projects	0	0	0
00-2-61-00-770	Grants to Individuals and Organizations	0	0	0
00-2-61-00-900	Amortization Expense	0	0	0
	Total Expenses	155,385	142,480	275,342
	Net Cost	(123,057)	(135,980)	(272,242)
Economic Development				
Revenues				
00-1-62-00-930	Transfer from Reserves (General Operating) Transfer from General Reserve; Videos	234,113	266,166	50,000
	Total Revenues	234,113	266,166	50,000
Expenses				
00-2-62-00-110	Salaries and Wages	0	0	0
00-2-62-00-131	Employer Contributions	0	0	0
00-2-62-00-136	Workers Compension Board	0	0	0
00-2-62-00-211	Travel & Subsistence Travel to support the promotion of economic development: Hay River Tradeshow (2020 - CAO and Manager; 2021 and 2022 - Manager)	0	1,500	3,000
00-2-62-00-221	Advertising	0	0	0
00-2-62-00-230	Consultant/Professional Services Fees Videos for community development.	214,113	231,166	15,000
00-2-62-00-764	Transfer to Reserves	0	0	0
00-2-62-00-770	Grants to Individuals and Organizations Downtown Revitalization Grants to Organizations	20,000	40,000	40,000
00-2-62-00-772	Assistance to REDI REDI Membership	21,000	28,000	28,000
	Total Expenses	255,113	300,666	86,000
	Net Cost	(21,000)	(34,500)	(36,000)
Subdivision Land & Developments				
Expenses				
00-2-66-00-110	Salaries and Wages	0	0	0
00-2-66-00-131	Employer Contributions	0	0	0
00-2-66-00-136	Workers Compension Board	0	0	0
00-2-66-00-230	Consultant/Professional Services Fees Landfill annual groundwater monitoring (\$22,000)	17,804	22,000	22,000
00-2-66-00-234	AMBULANCE & FIRST AID	0	0	0
00-2-66-00-764	Transfer to Reserves	0	0	0
00-2-66-00-900	Amortization Expense	0	0	0
	Total Expenses	17,804	22,000	22,000
	Net Cost	(17,804)	(22,000)	(22,000)

2021 FINAL OPERATING BUDGET

TOWN OF HIGH LEVEL

	2020 ACTUAL	2020 BUDGET	2021 BUDGET	
Land, Housing and Building Rentals				
Revenues				
00-1-69-00-561	Lease Agreements/Building or Land Leases	44,391	39,500	40,000
	Lease of lands for communications towers -[Telus, Northwestel, Axia(Bell Lease), Northern Lights General Partnership (Ledcor)] Pinnacle Parking Lease, Rogers Lease.			
	Total Revenues	44,391	39,500	40,000
Expenses				
00-2-69-00-252	Contracted Services re:Fixed Assets	649	2,500	1,500
	Maintenance for Seniors' Centre building			
00-2-69-00-274	Insurance Buildings	55	328	273
	Based on 2019 Actuals			
00-2-69-00-530	Maintenance Materials & Supplies	519	2,000	1,000
	Internal maintenance of the Seniors' Centre building (\$2,000)			
00-2-69-00-540	Water/Sewer/Garbage	840	1,500	1,500
	Building leased to Golden Range Society and Old Legion building			
00-2-69-00-543	Utilities - Gas	1,424	0	0
00-2-69-00-544	Utilities - Electrical	(47)	0	0
00-2-69-00-900	Amortization Expense	0	0	0
	Total Expenses	3,439	6,328	4,273
	Net Cost	40,952	33,172	35,727
Family & Community Support				
Revenues				
00-1-51-01-411	Sale of Services/Programs	15,040	25,000	20,000
	Babysitters Course \$500, GTKYN admission \$500, GTKYN Booths\$1,000 GKC \$18,000			
00-1-51-01-560	Rentals/Facility Use	134	1,000	100
	Program room rentals			
00-1-51-01-591	Donations	68,674	2,000	0
	no longer receiving funds for bookshelves			
00-1-51-01-840	Provincial Grants	122,376	102,000	112,000
	FCSS Grant; (\$10,000 Community Foundation Grant-offset part of mental health 2-23-270)			
00-1-51-01-920	Reserves -	0	0	0
	Total Revenues	206,224	130,000	132,100
Expenses				
00-2-51-01-110	Salaries and Wages	127,829	125,147	129,386
00-2-51-01-131	Employer Contributions	24,810	24,816	27,458
00-2-51-01-136	Workers Compensation Board	1,192	668	997
00-2-51-01-211	Travel & Subsistence	0	2,750	1,500
	Conference for FCSS Program Leader and Manager; FCSS regional meeting annually			
00-2-51-01-217	Telephone/Communications	2,408	2,700	2,700
	Office phones monthly and Groovy Kids Club cell phone (\$225 x 12)			
00-2-51-01-224	Municipal Membership Fees	657	650	650
	FCSAA -2020 Membership -650			
00-2-51-01-229	Professional Development	469	3,000	2,000

2021 FINAL OPERATING BUDGET

TOWN OF HIGH LEVEL

		2020 ACTUAL	2020 BUDGET	2021 BUDGET
	1 staff -FCSSAA/Vitalize (\$500); FCSS Regional (\$50); FCSS Director Network (\$1,000); 1 staff - ECE courses (\$1,400) - required upgrading to run GKC; Red Cross Babysitting Course (\$250)			
00-2-51-01-510	Administrative Supplies Paper products, printer supplies, and general office supplies; volunteer appreciation	519	1,200	1,000
00-2-51-01-511	Program Supplies J&J and P&P (\$300); GKC (\$750/month = \$7,500); Community Welcome (\$500); Babysitting (\$500); New Programming (\$200); New Years (\$1,000); Halloween (\$2,000); Resiliency - kite flying (\$500); GTKYN (\$500); Volunteer Appreciation (\$2,500); Joining Hands (\$500); Egg Fest (\$1,000); Equipment replacement - chairs/tables (\$1000); block parties (\$0); Little Bookshelves (\$500. - MCESD donation not received)	50,267	18,980	18,000
00-2-51-01-513	Cleaning & Janitorial Supplies Program room staff cleaning - additional cleaning w COVID	248	100	500
00-2-51-01-530	Maintenance Materials & Supplies Maintenance in program room - new dishwasher to meet ECE standards 2021	899	500	500
	Total Expenses	209,298	180,511	184,691
	Net Cost	(3,074)	(50,511)	(52,591)
General Recreation				
Revenues				
00-1-72-01-590	Other Revenue From Own Sources	0	0	0
00-1-72-01-840	Provincial Grants	0	0	0
	Total Revenues	0	0	0
Expenses				
00-2-72-01-110	Salaries and Wages	52,849	58,460	58,333
00-2-72-01-131	Employer Contributions	6,545	9,468	10,100
00-2-72-01-136	Workers Compension Board	432	314	434
00-2-72-01-211	Travel & Subsistence Travel for professional development	4,054	1,000	1,000
00-2-72-01-217	Telephone/Communications Office phone; Director cell and iPad (\$100/month)	2,784	1,200	1,200
00-2-72-01-223	Subscriptions & Publications	0	0	0
00-2-72-01-224	Municipal Membership Fees ARPA, AARFP, Rec Metrics	0	100	100
00-2-72-01-229	Professional Development Course and conference for 1 employee	0	1,000	1,000
00-2-72-01-276	Vehicle Insurance	0	0	0
00-2-72-01-510	Administrative Supplies General office supplies	252	250	250
00-2-72-01-521	Fuel/Oil etc vehicles	0	0	0
00-2-72-01-900	Amortization Expense	0	0	0
	Total Expenses	66,916	71,791	72,417
	Net Cost	(66,916)	(71,791)	(72,417)

2021 FINAL OPERATING BUDGET

TOWN OF HIGH LEVEL

		2020 ACTUAL	2020 BUDGET	2021 BUDGET
Special Programs				
Revenues				
00-1-72-02-411	Sale of Services/Programs Summer Day Camp \$18,000; Proff DD - \$3,000, Other rec sports/activities-xcountry etc \$3,000;spring break \$2,500.	15,424	44,000	26,500
00-1-72-02-591	Donations Canada Day - Town business	0	3,500	2,000
00-1-72-02-830	Federal Grants Canada Day Grant	0	1,750	0
Total Revenues		15,424	49,250	28,500
Expenses				
00-2-72-02-110	Salaries and Wages	71,865	96,345	99,369
00-2-72-02-131	Employer Contributions	14,896	17,148	18,888
00-2-72-02-136	Workers Compension Board	663	521	774
00-2-72-02-211	Travel & Subsistence Travel and subsistence for professional development: 1 staff ARPA & YSRD conference	0	2,550	2,550
00-2-72-02-217	Telephone/Communications Cell phone for program and office phone (\$145 x 12)	955	1,740	1,740
00-2-72-02-221	Advertising	0	0	0
00-2-72-02-224	Municipal Membership Fees Recmetrics (ARPA)	227	1,000	1,000
00-2-72-02-229	Professional Development ARPA / YSRD	0	1,500	1,500
00-2-72-02-253	Equipment Maintenance & Repair AEDARSA Fees - inflatable inspection	0	1,000	1,000
00-2-72-02-510	Administrative Supplies Office supplies, Printer cartridges	270	200	200
00-2-72-02-511	Program Supplies Special events/program expenses directly related to revenues (program revenues/clinic fees); Canada Day w/ food (\$4,000 - \$- assumed inflatable purchases decreasing rental expense), PD days (\$1,400 - \$200 per day x 7), summer programs (\$5,000); Teacher Convention (\$500); Circus Camp (\$0); ChooseWell/June is Parks and Rec Month (\$1,000); Youth Programming (\$3,000); Adult Programs (\$500) Summer events /frostival 4,000	16,772	25,000	20,000
00-2-72-02-525	Equipment Replacement Programs/event equipment replacement - inflatables included in Capital Budget 20,000	1,135	0	1,000
00-2-72-02-762	Transfer to Projects	0	0	0
Total Expenses		106,783	147,004	148,021
Net Cost		(91,360)	(97,754)	(119,521)

2021 FINAL OPERATING BUDGET

TOWN OF HIGH LEVEL

		2020 ACTUAL	2020 BUDGET	2021 BUDGET
Pool Operations				
Revenues				
00-1-72-03-410	Sale of Goods Swim punch passes, annual passes, and family passes	7,715	22,500	18,000
00-1-72-03-411	Sale of Services/Programs Swimming lessons, general admissions	21,192	60,000	40,000
00-1-72-03-412	Merchandise Sales Bathing suits, goggles, beverages, swim diapers	8,579	17,500	15,000
00-1-72-03-560	Rentals/Facility Use Pool rentals (i.e., Stingrays), locker rentals \$0.50 per rental	11,534	30,000	30,000
00-1-72-03-840	Provincial Grants MSI Operating (50%)	65,580	60,000	60,000
00-1-72-03-920	Transfer from CAPITAL reserves (new 2011)	0	0	0
Total Revenues		114,600	190,000	163,000
Expenses				
00-2-72-03-110	Salaries and Wages	202,229	385,727	384,705
00-2-72-03-131	Employer Contributions	37,992	72,881	77,949
00-2-72-03-136	Workers Compension Board	1,805	2,073	2,977
00-2-72-03-211	Travel & Subsistence 4 staff - certifications & re-certs cost of travel	0	4,000	4,000
00-2-72-03-215	Freight	0	0	1,000
00-2-72-03-217	Telephone/Communications Phone, internet, fax (\$332 x 12)	4,056	4,020	4,020
00-2-72-03-223	Subscriptions & Publications When To Work	264	325	395
00-2-72-03-224	Municipal Membership Fees Lifesaving Society	248	150	150
00-2-72-03-229	Professional Development Maintain certifications & continued education (4 FTE staff ad 8 casual: NLS, LSI, WSI, Water-Art, Conference, RFP-pool operator) and continuing education ** some certifications are done in-house	1,195	3,000	3,000
00-2-72-03-253	Equipment Maintenance & Repair Contractor support for mechanical maintenance for filtration and chemical treatment	454	6,500	5,000
00-2-72-03-260	SOCAN Fees Fee charged to facilities in order to replay artists music	160	160	160
00-2-72-03-510	Administrative Supplies POS system, cartridges, membership cards, receipts paper, printer paper, etc.	1,945	3,000	3,000
00-2-72-03-511	Program Supplies Lesson supplies, badges, booklets, and replacement of program equipment, lifejackets, flippers, gloves, cuffs, increase by 1500 to renew items annually in increments	4,686	6,000	7,500
00-2-72-03-512	Safety Equipment/Uniforms/Clothing/Boots Includes Uniforms (t-shirts/shorts/deck shoes), masks, PPE, etc	2,295	2,500	2,500

2021 FINAL OPERATING BUDGET

TOWN OF HIGH LEVEL

		2020 ACTUAL	2020 BUDGET	2021 BUDGET
00-2-72-03-513	Cleaning & Janitorial Supplies Cleaning supplies	(517)	6,000	6,000
00-2-72-03-515	Items for Resale Pop, suits, goggles, swim diapers etc.	4,412	12,500	12,500
00-2-72-03-516	First Aid & Pharmaceutical First aid supplies add on maniken 1,100 and backboard 2,200 for 2021/2022	500	500	3,800
00-2-72-03-525	Equipment Replacement Critical parts (\$5,000), flow cell (\$2,500 annually), sand in filters 2021	2,218	11,500	7,500
00-2-72-03-530	Maintenance Materials & Supplies Supplies and parts for filtration and chemical maintenance, shutdown supplies, and metering pump re-build kits	1,263	5,000	5,000
00-2-72-03-531	Chemicals Salt, sodium bisulphate, wapotec chemicals, etc.	14,594	30,000	30,000
00-2-72-03-762	Transfer to Projects	4,984	5,000	0
00-2-72-03-900	Amortization Expense	0	0	0
Total Expenses		284,781	560,836	561,156
Net Cost		(170,181)	(370,836)	(398,156)
Parks				
Revenues				
00-1-72-08-560	Rentals/Facility Use HLLL, co-ed slowpitch, and various tournaments	980	5,500	2,000
00-1-72-08-930	Transfer from Reserves (General Operating) Security Cameras	0	0	7,500
Total Revenues		980	5,500	9,500
Expenses				
00-2-72-08-110	Salaries and Wages	65,059	70,149	61,648
00-2-72-08-131	Employer Contributions	9,261	12,096	12,548
00-2-72-08-136	Workers Compenstion Board	587	357	436
00-2-72-08-211	Travel & Subsistence 2020 - 1 staff Park Inspection; 2021 and 2022 - Park and Field Operator	0	1,500	1,500
00-2-72-08-229	Professional Development 2020 - 1 staff Park Inspection; 2021 and 2022 - Park and Field Operator	0	1,500	1,500
00-2-72-08-252	Contracted Services re:Fixed Assets Start-up/shutdown of Town irrigation systems in parks, ball diamond, scorekeepers booth, park/playground maintenance and repairs, and Centennial Park start-up/shutdown	2,489	5,500	5,500
00-2-72-08-253	Equipment Maintenance & Repair \$1500 Repair and maintain mowers, whipper snippers, aerator, ATV, and other equipment used to maintain parks (\$1,500); 2021 - security cameras (\$7,500)	1,944	9,750	10,500
00-2-72-08-274	Insurance Buildings Based on 2019 Actuals	278	1,481	1,291

2021 FINAL OPERATING BUDGET

TOWN OF HIGH LEVEL

		2020 ACTUAL	2020 BUDGET	2021 BUDGET
00-2-72-08-276	Vehicle Insurance Based on 2019 Actuals	133	614	382
00-2-72-08-519	General Supplies	0	0	0
00-2-72-08-521	Fuel/Oil etc vehicles Fuel for mowers, whipper snippers, and push mowers, etc.	0	2,000	2,000
00-2-72-08-530	Maintenance Materials & Supplies Materials/supplies for playground/park equipment, tennis nets, score clocks, shale ball diamond, disc golf, gravel for parking lot, bleachers, spray park, etc.; 2022 - increase attributed to maintenance of new Community Park (\$3,000) repair gate at CP	5,378	11,000	6,000
00-2-72-08-540	Water/Sewer/Garbage Centennial Water (Washroom/Spray Park)	840	12,000	6,000
00-2-72-08-900	Amortization Expense	0	0	0
Total Expenses		85,969	127,947	109,305
Net Cost		(84,989)	(122,447)	(99,805)
Arena Operations				
Revenues				
00-1-72-10-560	Rentals/Facility Use Ice pad and arena hall rentals: HLMHA (\$40,000), HLSC (\$3,000), adult users (\$12,000), and miscellaneous (\$5,000)	61,884	80,000	60,000
00-1-72-10-561	Lease Agreements/Building or Land Leases \$1,200 per month at 5.5 months lease (\$6,600), arena kitchen (\$4,500 - \$750 per month x 6)not in operation	8,111	11,100	6,600
00-1-72-10-564	Advertising Rentals Rental revenues from board and in ice logos	9,605	10,000	10,000
00-1-72-10-590	Other Revenue From Own Sources Curling utilities recovery	6,317	5,000	5,000
00-1-72-10-840	Provincial Grants MSI Operating (50%)	65,580	60,000	60,000
00-1-72-10-930	Transfer from Reserves (General Operating)	0	0	0
Total Revenues		151,497	166,100	141,600
Expenses				
00-2-72-10-110	Salaries and Wages	199,253	229,125	247,654
00-2-72-10-131	Employer Contributions	38,334	45,034	50,582
00-2-72-10-136	Workers Compension Board	1,834	1,117	1,760
00-2-72-10-211	Travel & Subsistence 4 staff: 2020 AARFP Facility Supervisor, Arena Operator 1, Building Maintenance	0	3,000	3,000
00-2-72-10-217	Telephone/Communications Arena phone, manager cell, internet (\$310 x 12)	4,750	3,720	3,720
00-2-72-10-229	Professional Development 4 staff: 2020 AARFP Facility Supervisor, Arena Operator 1, Building Maintenance	0	2,500	2,500
00-2-72-10-250	Contracted Services	0	0	0
00-2-72-10-253	Equipment Maintenance & Repair	18,454	20,000	15,000

2021 FINAL OPERATING BUDGET

TOWN OF HIGH LEVEL

		2020 ACTUAL	2020 BUDGET	2021 BUDGET
	CIMCO contract and fall start up (\$6,000), compressor analysis, ice plant supplies, Engo blade sharpening;			
00-2-72-10-260	SOCAN Fees	199	185	185
	Allows the Town to play music (figure skating, public skating)			
00-2-72-10-276	Vehicle Insurance	0	125	88
	Based on 2019 Actuals			
00-2-72-10-510	Administrative Supplies	397	500	500
00-2-72-10-511	Program Supplies	73	500	500
00-2-72-10-512	Safety Equipment/Uniforms/Clothing/Boots	1,668	2,500	2,500
	5 staff: ammonia PPE, first aid supplies, safety boots, gloves, coveralls, etc.			
00-2-72-10-513	Cleaning & Janitorial Supplies	5,759	6,500	6,500
	Add in matt replacement aprox 1,000 per year			
00-2-72-10-520	Vehicle Parts and Supplies	2,745	5,000	1,500
	Distilled water for ice resurfacers (\$500 annually), hydraulic oil for Engo, 2020 - board brush (\$2,500) and ENGO tires (\$1,000)			
00-2-72-10-521	Fuel/Oil etc vehicles	1,930	3,000	3,000
	Arena truck			
00-2-72-10-525	Equipment Replacement	0	4,500	4,500
	Spray paint applicator (\$650) will be purchased in annual operations budget			
00-2-72-10-530	Maintenance Materials & Supplies	1,073	7,000	4,000
	Ice supply, paint line, ice paint, 2020 - 2 goalie creases (\$500), logos and signage, paint walls and floors			
00-2-72-10-531	Chemicals	1,546	1,000	1,000
	Calcium chloride			
00-2-72-10-762	Transfer to Projects	0	0	0
00-2-72-10-900	Amortization Expense	0	0	0
	Total Expenses	278,013	335,306	348,490
	Net Cost	(126,516)	(169,206)	(206,890)
Pool Building				
Revenues				
00-1-72-20-590	Other Revenue From Own Sources	0	0	0
00-1-72-20-930	Transfer from Reserves (General Operating)	0	0	10,000
	Security Cameras & Outside Lighting			
	Total Revenues	0	0	10,000
Expenses				
00-2-72-20-110	Salaries and Wages	12,862	12,631	13,217
00-2-72-20-131	Employer Contributions	1,823	2,450	2,713
00-2-72-20-136	Workers Compensation Board	116	69	104
00-2-72-20-251	Security System	329	400	400
	PhoneCo monthly fee			
00-2-72-20-252	Contracted Services re:Fixed Assets	17,059	15,000	15,000
	Hiring of contractors for building maintenance unable to be done in house; security cameras need to be replaced(2021) outside lights in parking lot (2021) electrical panel (2022) computers need replacing (2021)			

2021 FINAL OPERATING BUDGET

TOWN OF HIGH LEVEL

		2020 ACTUAL	2020 BUDGET	2021 BUDGET
00-2-72-20-274	Insurance Buildings Based on 2019 Actuals	527	3,168	2,633
00-2-72-20-530	Maintenance Materials & Supplies Supplies for work completed in house on structure and building mechanics; supplies and equipment to complete shut down and cleaning;	10,991	13,500	10,000
00-2-72-20-540	Water/Sewer/Garbage	6,510	9,500	9,500
00-2-72-20-543	Utilities - Gas Based on 2021 Budget - EAI	35,184	31,601	31,401
00-2-72-20-544	Utilities - Electrical Based on 2021 Budget - EAI	26,074	27,903	25,496
00-2-72-20-900	Amortization Expense	0	0	0
	Total Expenses	111,475	116,222	110,465
	Net Cost	(111,475)	(116,222)	(100,465)
Sports Complex Building				
Revenues				
00-1-72-21-840	Provincial Grants -	0	0	0
00-1-72-21-930	Transfer from Reserves (General Operating)	0	0	0
	Total Revenues	0	0	0
Expenses				
00-2-72-21-110	Salaries and Wages	9,014	11,518	12,024
00-2-72-21-131	Employer Contributions	1,315	2,242	2,484
00-2-72-21-136	Workers Compensation Board	79	61	93
00-2-72-21-250	Contracted Services	0	0	0
00-2-72-21-251	Security System PhoneCo monthly fee.	329	400	400
00-2-72-21-252	Contracted Services re:Fixed Assets Hiring of contractors for maintenance unable to be completed internally; kitchen stove hood & pipe cleaning (\$2,500); alarm panels; kitchen fire suppression; fire extinguishers; boiler inspection, and maintenance, water heater replacement	19,932	12,000	12,000
00-2-72-21-274	Insurance Buildings General and liability insurance (Based on 2019 Actuals)	6,259	31,544	31,462
00-2-72-21-530	Maintenance Materials & Supplies Materials purchased for work done from own sources	5,339	10,000	10,000
00-2-72-21-540	Water/Sewer/Garbage	8,388	8,160	8,160
00-2-72-21-543	Utilities - Gas Based on 2021 Budget - EAI	30,710	31,478	30,784
00-2-72-21-544	Utilities - Electrical Based on 2021 Budget - EAI	74,696	78,554	77,577
00-2-72-21-762	Transfer to Projects	0	10,000	0
00-2-72-21-764	Transfer to Reserves	0	0	0
00-2-72-21-900	Amortization Expense	0	0	0
	Total Expenses	156,061	195,957	184,983
	Net Cost	(156,061)	(195,957)	(184,983)

2021 FINAL OPERATING BUDGET

TOWN OF HIGH LEVEL

		2020 ACTUAL	2020 BUDGET	2021 BUDGET
Library				
Revenues				
00-1-73-00-561	Lease Agreements/Building or Land Leases 10% of utilities & maintenance for Town Hall & charged back insurance. quarterly lease payments (\$2500x4)	17,588	17,875	17,875
Total Revenues		17,588	17,875	17,875
Expenses				
00-2-73-00-252	Contracted Services re:Fixed Assets 10% of complex building contracted services	0	475	475
00-2-73-00-274	Insurance Buildings	0	0	0
00-2-73-00-275	Insurance	60	0	0
00-2-73-00-530	Maintenance Materials & Supplies 10% of complex building internal maintenance	7	1,200	1,200
00-2-73-00-540	Water/Sewer/Garbage 10% of admin building	301	500	500
00-2-73-00-543	Utilities - Gas 10% Dept 12-01	3,874	3,887	3,856
00-2-73-00-544	Utilities - Electrical 10% Dept 12-01	3,288	3,642	3,680
00-2-73-00-765	Transfer to Own Municipal Agencies Contribution to Library operations: 2020 - \$36,250 quarterly; 2019 - \$35,125 quarterly; 2018 - \$31,750 Quarterly payments, 2018 budget increased per Library by \$10,000. 2017 \$107,000 + 10,000 rent billed (offset by 00-1-73-00-561). 2018 \$117,000 contribution+\$10,000(rent billed).	145,000	145,000	145,000
00-2-73-00-770	Grants to Individuals and Organizations Peace Library Fee- per capita charge 2018 \$6.37 at pop 3823-\$24,353; 2017 \$6.07 at pop 3823 (actual); 2016 \$5.78 at pop 3,823 (actual); 2015 \$5.50 & 2014 \$5.50 at pop 3,640;	25,429	25,500	25,500
00-2-73-00-831	Debenture Interest [Expires 2031], based on 2020 debt schedule	7,204	7,343	6,864
00-2-73-00-832	Debenture Principal [Expires 2031], based on 2020 debt schedule	0	9,900	10,378
00-2-73-00-900	Amortization Expense	0	0	0
Total Expenses		185,162	197,447	197,453
Net Cost		(167,574)	(179,572)	(179,578)
Museum				
Revenues				
00-1-73-01-411	Sale of Services/Programs Program fees: school groups, evening, and weekend programming (15 people x \$20 x 8) - anticipated increase of availability to the public in 2021 and 2022	992	2,400	2,600
00-1-73-01-412	Merchandise Sales	11,386	12,525	15,125

2021 FINAL OPERATING BUDGET

TOWN OF HIGH LEVEL

		2020 ACTUAL	2020 BUDGET	2021 BUDGET
	Items for re-sale 2020 based on \$8,000 expenses approx 30% profit (\$10,400) [2021 - \$13,000, 2022 - \$15,600] - local handicrafts, authentic aboriginal crafts, books, souvenir items, etc.; history book sales (\$2,125)			
00-1-73-01-561	Lease Agreements/Building or Land Leases HLDCC office rental \$150/mo as per MOU	1,800	1,800	1,800
00-1-73-01-590	Other Revenue From Own Sources	0	0	0
00-1-73-01-591	Donations Admissions to museum by donations	3,348	2,000	2,500
00-1-73-01-930	Transfer from Reserves (General Operating) Partners in Tourism "Tourism Improvement Fee" Tourism/Museum Leader wage 70%, advertisements (\$8,000), summer/winter event (\$10,000 - 50%TIF Reserve, 50% Operating Budget), TEG (\$30,000); MFTA hotel fee (\$1,200) Events Coordinator (100% - \$17,654.79)	80,432	113,621	117,759
Total Revenues		97,958	132,346	139,784
Expenses				
00-2-73-01-110	Salaries and Wages	109,036	120,038	140,046
00-2-73-01-131	Employer Contributions	19,117	20,522	23,710
00-2-73-01-136	Workers Compension Board	1,017	653	1,106
00-2-73-01-211	Travel & Subsistence 2020 Projected Costs Alberta Museum Association and Travel Alberta conference (1 staff approximately \$1,500); AVIP spring training (1 FT and 3 summer, reg & acc. reimbursed); Spirit of the Peace meetings; 2 staff - 1 trade show (\$1,500); 1 Staff Travel Alberta (\$1,500) workshop, training, etc.; Yellowknife Winter Festival; Reduced 2021 COVID	123	4,500	3,000
00-2-73-01-217	Telephone/Communications Telephone, internet etc. (\$415 x 12)	4,790	4,980	4,980
00-2-73-01-221	Advertising Develop and print a visitors guide and map - cancel all other advertisements	23,137	27,600	16,000
00-2-73-01-223	Subscriptions & Publications Canva; Archiving software;	230	1,000	1,000
00-2-73-01-224	Municipal Membership Fees Mackenzie Frontier Tourist Association (\$14,300); membership fees for Tourism & Museum Associations: Spirit of the Peace Museum (\$65); Alberta Museums Association (\$100); Canadian Museums Association (\$150); AB Trailnet (\$110); NWT Tourism (\$175); Western Museums Association (\$100)	3,251	13,200	15,000
00-2-73-01-229	Professional Development 1 FT staff plus 3 summer staff: Alberta Museum Association and Travel Alberta conference (1 staff app. \$500). AVIP spring training (1 FT & 3 summer, reg & acc. reimbursed); 1 staff Travel Alberta (\$500); Museum studies (\$650), Small Museum Forum (\$500)	0	2,000	2,000
00-2-73-01-230	Consultant/Professional Services Fees	0	2,000	0

2021 FINAL OPERATING BUDGET

TOWN OF HIGH LEVEL

		2020 ACTUAL	2020 BUDGET	2021 BUDGET
00-2-73-01-238	SPECIAL PROGRAM Summer/winter event (\$20,000- 50% TIF Reserve, 50% Operating Budget); 1 trade show fee (\$800)	10,215	21,000	21,000
00-2-73-01-510	Administrative Supplies Anticipated increase of availability to the public in 2021 and 2022	1,408	2,000	2,500
00-2-73-01-511	Program Supplies Program supplies for arts, crafts, and cultural (\$5,000); interpretive displays (\$300); traveling exhibits (\$200); tourism program bug wash, bird feeders (\$350); Christmas open house (\$3,000) - anticipated increase of availability to the public in 2021 and 2022	6,380	9,000	9,250
00-2-73-01-513	Cleaning & Janitorial Supplies Cleaning supplies and bathroom supplies - anticipated increase of availability to the public in 2021 and 2022	105	250	500
00-2-73-01-515	Items for Resale Merchandise for resale in gift shop - anticipated increase of availability to the public in 2021 and 2022	1,298	8,000	12,000
00-2-73-01-519	General Supplies	10,404	0	0
00-2-73-01-764	Transfer to Reserves	0	0	0
00-2-73-01-770	Grants to Individuals and Organizations Partners in Tourism - community grants for events (offset by "Tourism Improvement Fee" reserve transfer)	0	30,000	30,000
Total Expenses		190,510	266,743	282,091
Net Cost		(92,552)	(134,397)	(142,307)

Museum Building

Revenues

00-1-73-21-112	Commercial/Industrial Real Property Taxes	0	0	0
00-1-73-21-930	Transfer from Reserves (General Operating)	0	0	60,000
Total Revenues		0	0	60,000

Expenses

00-2-73-21-110	Salaries and Wages	6,308	6,781	7,068
00-2-73-21-131	Employer Contributions	1,025	1,323	1,466
00-2-73-21-136	Workers Compension Board	57	35	53
00-2-73-21-250	Contracted Services	0	0	0
00-2-73-21-251	Security System	329	400	400
00-2-73-21-252	Contracted Services re:Fixed Assets repairs unable to complete internally; window washing second floor; annual inspections fire panel, security system, fire extinguishers; boilers; HVAC projects 2021 - security camera replacement \$7,500.;outside building sand and stain \$35,000; door accesability and safety \$8,000;	2,510	16,500	67,000
00-2-73-21-274	Insurance Buildings Based on 2019 Actuals	455	2,737	2,279
00-2-73-21-530	Maintenance Materials & Supplies	1,640	2,500	3,000

2021 FINAL OPERATING BUDGET

TOWN OF HIGH LEVEL

		2020 ACTUAL	2020 BUDGET	2021 BUDGET
	Internal repairs to building - anticipated increase of availability to the public in 2021 and 2022			
00-2-73-21-540	Water/Sewer/Garbage	1,021	1,300	1,400
	Water/sewer and garbage - anticipated increase of availability to the public in 2021 and 2022			
00-2-73-21-543	Utilities - Gas Based on 2021 Budget - EAI	3,206	3,288	3,104
00-2-73-21-544	Utilities - Electrical Based on 2021 Budget - EAI	3,728	3,897	4,857
	Total Expenses	20,278	38,762	90,627
	Net Cost	(20,278)	(38,762)	(30,627)
Non-Functional				
Revenues				
00-1-00-00-111	Residential Real Property Taxes	2,268,517	2,267,062	2,325,135
00-1-00-00-112	Commercial/Industrial Real Property Taxes	1,572,067	1,586,281	1,591,100
00-1-00-00-114	Farmland Real Property Taxes	1,898	1,897	1,409
00-1-00-00-115	Machinery & Equipment	644,066	644,065	662,309
00-1-00-00-116	Lodge Requisition	94,059	94,285	97,849
00-1-00-00-118	School	1,172,383	1,176,767	1,210,880
00-1-00-00-119	DESIGN IND PROP PROV REQUISITION	6,785	6,785	6,720
00-1-00-00-191	Linear Taxes	228,952	228,952	226,298
00-1-00-00-195	Rail Taxes	8,308	8,308	8,160
00-1-00-00-230	Federal Payment-in-lieu of Taxes	52,228	52,228	55,500
00-1-00-00-240	Provincial Payment-in-lieu of Taxes	60,497	60,496	59,371
00-1-00-00-510	Penalties Cost on Taxes	52,610	40,000	50,000
	Revenue for overdue tax payments			
00-1-00-00-511	Penalties Cost on Trade Accounts	33,710	30,000	50,000
	Revenue on overdue trade accounts			
00-1-00-00-540	Gas Franchise	789,948	690,967	780,000
	Based on 2020 Actuals			
00-1-00-00-541	Electric Franchise	735,240	687,090	730,000
	Based on 2020 Actuals; 12.1% franchise fee: \$5,678,424.79 x 12.1%			
00-1-00-00-550	Return on Investments	0	120,000	142,525
	Return on Investments. Amount Conservative due to Uncertain Market conditions; 2015-2019 Actuals			
00-1-00-00-590	Other Revenue From Own Sources	(7,181)	11,130	11,130
	Interest on CIBC bank account and expected interest revenue			
00-1-00-00-840	Provincial Grants	204,613	0	204,613
	MOST 50%			
00-1-00-00-961	Recovered Revenues	1,797	10,000	5,000
	Miscellaneous amount recovered, unexpected insurance dividends, etc.			
00-1-00-00-990	Driveway Repayment	0	0	0
	Total Revenues	7,920,496	7,716,313	8,217,999
	Expenses			
00-2-00-00-740	Alberta School Foundation Fund	1,187,097	1,176,767	1,210,880

2021 FINAL OPERATING BUDGET

TOWN OF HIGH LEVEL

		2020 ACTUAL	2020 BUDGET	2021 BUDGET
	Based on 2020 Actuals			
00-2-00-00-760	Lodge Requisition	94,321	94,285	97,849
	Based on 2020 Actuals			
00-2-00-00-764	Transfer to Reserves	0	0	0
00-2-00-00-790	DIP Requisition	6,785	6,785	6,720
	Based on 2020 Actuals			
	Total Expenses	1,288,203	1,277,837	1,315,449
	Net Cost	6,632,293	6,438,476	6,902,550