

**COUNCILLOR BUDGET & ACTUAL ANALYSIS
WARD 13 (COUNCILLOR DIANE COLLEY-URQUHART)
FOR THE PERIOD JANUARY 1 - DECEMBER 31, 2020**

<u>DATE</u>	<u>VENDOR/SOURCE</u>	<u>DESCRIPTION</u>	<u>BUDGET</u> (Note 1)	<u>ACTUAL</u> (Note 2)	<u>VARIANCE</u>
<i>Account 41000 - Info Serv</i>					
Jan-Dec	IT	Remote Access-2 (\$25/License/Month)		600	
Sep	IT	SnagIt		35	
<i>Total</i>			<u>700</u>	<u>635</u>	<u>65</u>
<i>Account 77500 - Car & Parking Allowances</i>					
Dec	Car Allowance	Mileage Reimbursement - Staff Mileage for Community Events and City Activities		47	
<i>Total</i>			<u>250</u>	<u>47</u>	<u>203</u>
<i>Account 30992 - Meeting Supplies/Refreshments</i>					
<i>Total</i>			<u>100</u>	<u>0</u>	<u>100</u>
<i>Account 30996 - Employee Recognition</i>					
<i>Total</i>			<u>200</u>	<u>0</u>	<u>200</u>
<i>Account 59993 - Program Expenses</i>					
Mar	Corporate Gift Room	Ward Gift Inventory		50	
Sep	Colley-Urquhart D	Internet Line for Home Office Wi-Fi Connection (April 24 to October 23, 2020) - Cllr. Colley-Urquhart		678	
<i>Total</i>			<u>1,000</u>	<u>728</u>	<u>272</u>
<i>Account 62770 - Business Hosting (Ext only)</i>					
Feb	Lee C	International Holocaust Remembrance Day Event - 9 guests		210	
<i>Total</i>			<u>650</u>	<u>210</u>	<u>440</u>

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<i>Account 31300 - Postage/Courier/Freight</i>					
Mar	Canada Post	Postage - Ward 13 Mailing		3,347	
Nov	Canada Post	Postage - Ward 13 Mailing		3,388	
<i>Total</i>			<u>7,000</u>	<u>6,735</u>	<u>265</u>
<i>Account 32540 - Wireless Comm - Rental/Airtime</i>					
Jan-Dec	Telus Mobility	Monthly Data Plan Charges		539	
<i>Total</i>			<u>750</u>	<u>539</u>	<u>211</u>
<i>Account 32590 - Telecommunications - Intrnl</i>					
Jan-Dec	Telus Mobility	Wireless Monthly Plan Fee		600	
<i>Total</i>			<u>600</u>	<u>600</u>	<u>0</u>
<i>Account 32700 - Communications</i>					
Feb	CQ Design	2019 Year In Review Report Design		800	
Apr	Colley-Urquhart D	Ward 13 Annual Domain Renewal on GoDaddy.com		20	
Sep	Lee C	Joomag Bi-Yearly Subscription for Ward 13 Digital Publishing Newsletter		1,825	
Sep	CQ Design	Virtual Town Hall Advertisement Design		300	
Dec	CQ Design	Virtual Town Hall Advertisement Design - 2020 Year in Review Tabloid Report		660	
Dec	Colley-Urquhart D	Ward 13 Annual Domain Renewal on GoDaddy.com		20	
Dec	CQ Design	Virtual Town Hall Advertisement Design - Web Annual Maintenance Fee		1,500	
<i>Total</i>			<u>5,150</u>	<u>5,125</u>	<u>25</u>
<i>Account 32800 - Communications - Intrnl</i>					
<i>Total</i>			<u>300</u>	<u>0</u>	<u>300</u>

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<i>Account 33000 - Printing</i>					
Jun	CBN Commercial Solutions	Ward 13 Annual Newsletter for 2019		4,053	
Dec	CBN Commercial Solutions	Ward 13 Annual Newsletter for 2020		4,335	
<i>Total</i>			<u>8,700</u>	<u>8,389</u>	<u>311</u>
<i>Account 62810 - Comm-Sponsorship of Indiv/Orgs</i>					
<i>Total</i>			<u>900</u>	<u>0</u>	<u>900</u>
<i>Account 36295 - Project Management Services</i>					
Jan	Samson A	Ward 13 Special Project Contract - January 1 - 15, 2020		1,000	
Feb	Samson A	Ward 13 Special Project Contract - January 16 - 31, 2020		1,000	
Feb	Samson A	Ward 13 Special Project Contract - February 1 - 15, 2020		1,000	
Feb	Samson A	Ward 13 Special Project Contract - February 16 - 29, 2020		1,000	
Mar	Samson A	Ward 13 Special Project Contract - March 1 - 15, 2020		1,000	
<i>Total</i>			<u>10,500</u>	<u>5,000</u>	<u>5,500</u>
<i>Account 52000 -Supplies - Office</i>					
Feb	Lee C	Ward 13 Office Supplies		117	
Jul	Lee C	Ward 13 Rechargeable Batteries and Chargers - Cllr. Colley Urquhart and C Lee		56	
<i>Total</i>			<u>350</u>	<u>173</u>	<u>177</u>
<i>Account 52990 - Supplies - Misc</i>					
Aug	Colley-Urquhart D	Ward 13 Emart Collapsible and Retractable Green Background with Case		200	
<i>Total</i>			<u>350</u>	<u>200</u>	<u>150</u>
<i>Account 53150 - Equipment - Computer Hardware</i>					
Jun	Petty Cash	USB Power Bank - Cllr. Colley-Urquhart		93	
Aug	Colley-Urquhart D	Pro Stream 1080p HD Webcam - Cllr. Colley-Urquhart		130	

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Sep	Colley-Urquhart D	USB Microphone - Cllr. Colley-Urquhart		140	
Oct	Colley-Urquhart D	Google Nest Wifi 5 Router (2 pack) - Cllr. Colley-Urquhart		367	
Oct	Lee C	Ergonomic Memory Foam Keyboard and Mouse Wrist Rest Pad - C Lee		23	
<i>Total</i>			<u>1,000</u>	<u>753</u>	<u>247</u>
<i>Account 53250 - Equipment - Computer Software</i>					
Sep	Colley-Urquhart D	Zoom Annual Subscription Plan - Teleconferencing, Cllr. Colley-Urquhart		140	
<i>Total</i>			<u>150</u>	<u>140</u>	<u>10</u>
<i>Account 53910 - Office Furniture/Equipment</i>					
Sep	Lee C	Office Chair - C Lee		90	
<i>Total</i>			<u>100</u>	<u>90</u>	<u>10</u>
TOTAL WARD BUDGET (Note 3)			<u>280,900</u>	<u>205,010</u>	<u>75,891</u>

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