

**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

**PARKS AND RECREATIONAL FACILITIES SUMMARY**

FUNCTION	2021 BUDGET	2021 YTD	2022 DEPT REQUEST	%	2022 FINAL APPROVED	%	2023 FORECAST	2024 FORECAST
<b>PARKS</b>								
ADMINISTRATION	1,681,421	689,844	1,746,144	3.8	0	(100.0)	1,851,087	1,916,965
OPERATING	666,466	811,607	852,768	28.0	0	(100.0)	866,690	895,676
SUBTOTAL PARKS EXP.	2,347,887	1,501,451	2,598,912	10.7	0	(100.0)	2,717,777	2,812,641
PARKS REVENUE	-157,000	-17,641	-161,800	3.1	0	(100.0)	-162,600	-162,600
<b>NET PARKS</b>	2,190,887	1,483,810	2,437,112	11.2	0	(100.0)	2,555,177	2,650,041
<b>BEACH WASHROOMS</b>	4,950	33,406	3,200	-	0	-	4,700	6,050
<b>AQUATICS LIFEGUARDS</b>	91,033	68,283	112,405	23.5	0	(100.0)	130,000	130,000
<b>OUTDOOR RINK</b>	41,400	34,118	57,700	39.4	0	(100.0)	39,925	41,150
<b>LEGION FIELDS</b>								
LEGION FIELDS EXP.	27,800	15,912	41,250	48.4	0	(100.0)	43,850	46,050
LEGION FIELDS REVENUE	-14,000	-1,788	-39,250	180.4	0	(100.0)	-39,500	-39,500
NET LEGION FIELDS	13,800	14,124	2,000	(114.5)	0	(100.0)	4,350	6,550
<b>MARINA</b>								
MARINA EXPENDITURES	767,040	542,775	821,415	7.1	0	(100.0)	839,815	856,615
MARINA REVENUE	-767,040	-728,012	-821,415	7.1	0	(100.0)	-839,815	-856,615
NET MARINA	0	-185,237	0	0.0	0	0.0	0	0
<b>DREDGE</b>								
DREDGE EXPENDITURES	180,000	141,642	112,878	(37.3)	0	(100.0)	97,971	89,701
DREDGE REVENUE	-180,000	-250,000	-100,000	(44.4)	0	(100.0)	-100,000	-100,000
NET MARINA	0	-108,358	12,878	0.0	0	0.0	-2,029	-10,299
<b>CAMPGROUND</b>								
CAMPGROUND EXP.	182,320	106,126	261,029	43.2	0	(100.0)	243,618	250,213
CAMPGROUND REVENUES	-331,000	-320,296	-330,300	(0.2)	0	(100.0)	-331,750	-335,400
NET CAMPGROUND	-148,680	-214,170	-69,271	(53.4)	0	(100.0)	-88,132	-85,187

**TOWN OF COBOURG**  
**2022 OPERATING BUDGET ESTIMATES**

**PARKS AND RECREATIONAL FACILITIES SUMMARY**

FUNCTION	2021 BUDGET	2021 YTD	2022 DEPT REQUEST	%	2022 FINAL APPROVED	%	2023 FORECAST	2024 FORECAST
<b>HARBOUR</b>	215,632	140,261	234,546	8.8	0	(100.0)	231,165	243,350
<b>ARENA</b>								
ARENA EXPENDITURES	100,750	20,781	102,250	1.5	0	(100.0)	103,900	105,650
ARENA REVENUE	-26,200	-17,375	-26,200	0.0	0	(100.0)	-26,200	-26,200
NET ARENA	74,550	3,406	76,050	2.0	0	(100.0)	77,700	79,450
<b>COMMUNITY CENTRE</b>								
COMMUNITY CENTRE EXP	2,171,390	1,341,330	2,638,261	21.5	0	(100.0)	2,756,733	2,806,609
COMMUNITY CENTRE REV	-949,770	-212,818	-1,410,520	48.5	0	(100.0)	-1,411,070	-1,416,070
NET COMMUNITY CENTRE	1,221,620	1,128,512	1,227,741	0.5	0	(100.0)	1,345,663	1,390,539
<b>SENIORS ACTIVITY CENTRE</b>								
SENIORS ACTIVITY CENTRE EXP	188,885	98,398	241,411	27.8	0	(100.0)	247,252	253,789
SENIORS ACTIVITY CENTRE REV	-87,580	-86,534	-80,800	(7.7)	0	(100.0)	-94,800	-94,800
NET SENIORS ACTIVITY CENTRE	101,305	11,864	160,611	58.5	0	(100.0)	152,452	158,989
<b>TOTAL PARKS &amp; RECREATION</b>								
TOTAL PARKS & REC EXP	6,319,087	4,044,483	7,225,257	14.3	0	(100.0)	7,456,706	7,641,818
TOTAL PARKS & REC REVENUE	-2,512,590	-1,634,464	-2,970,285	18.2	0	(100.0)	-3,005,735	-3,031,185
NET PARKS & RECREATION	3,806,497	2,410,019	4,254,972	11.8	0	(100.0)	4,450,971	4,610,633
<b>LONG TERM DEBT CHARGES</b>	81,200	409,034	81,200	-	0	-	118,000	118,000
** Detail in Long Term Debt Charges Section								

**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **PARKS - REVENUE**

ACCOUNT#: **880**

2021	2020	2021			2022		2022	2023	2024
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
-20,000	0	0	8802	Victoria Park Canteen	-20,000			-20,000	-20,000
-100,000	0	0	8804	Parking Revenue	-100,000			-100,000	-100,000
-12,500	-1,245	-3,111	8806	User Fees	-13,000	*		-13,500	-13,500
-5,000	0	0	8809	Donation From DBIA - For Baskets	-5,000			-5,000	-5,000
-2,500	325	0	88011	Beach Rentals	-2,800	*		-3,100	-3,100
-6,000	0	-6,650	88012	Donations	-10,000	*		-10,000	-10,000
-11,000	-19,600	-7,880	871137210	Federal Grants Student Wages	-11,000			-11,000	-11,000
-157,000	-20,520	-17,641		TOTAL PARKS RECEIPTS	-161,800		0	-162,600	-162,600
2,347,887	1,887,950	1,501,451		TOTAL PARKS EXPENDITURES	2,598,912	*	0	2,717,777	2,812,641
2,190,887	1,867,430	1,483,810		COST TO TOWN	2,437,112	*	0	2,555,177	2,650,041

2021-11-16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **PARKS REVENUE**

ACCOUNT #: 880

STATEMENT OF PURPOSE: Various park facilities generate revenue to offset some of the operating costs of the parks department.	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
<b>PERFORMANCE DATA:</b>	2022	8804	Parking Revenue	A portion of funds collected through parking meters and fines in Victoria Park area are returned to the Parks budget to assist with maintenance costs.
	2022	8806	User Fees	Rentals for Pavilion in Victoria Park
	2022	8809	Donation from DBIA	To assist with downtown beautification flower baskets
	2022	88011	User Fees	Beach Rentals
	2022	88012	Parks Donations	Public donations for memorial benches, etc.

# TOWN OF COBOURG 2022 OPERATING BUDGET ESTIMATES

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **PARKS ADMINISTRATION**

ACCOUNT#: **7200.20**

2021	2020	2021		2022	2022	2023	2024	
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	FINAL APPROVED	FORECAST	FORECAST
790,076	501,897	359,354	721010	Payroll Salaries & Wages	791,063		841,912	857,396
45,105	21,644	31,752	721011	Payroll - Overtime	46,474		47,287	48,114
0	0	0	721012	Payroll - Standby	0		0	0
169,529	21,500	40,365	721015	Payroll - Part-time	204,974 *		221,458	251,455
270,143	140,703	117,608	721030	Payroll Benefits	271,478		289,000	291,500
29,668	2,760	5,189	721031	Payroll Benefits - Part-time	35,855 *		38,755	44,000
5,500	5,796	1,383	721050	Clothing	5,500		5,500	5,500
4,700	1,892	2,554	721051	Personal Protective Equipment	4,700		5,300	5,300
2,500	2,011	2,127	721060	Footwear	2,500		2,500	2,700
2,000	832	0	721080	Meal Allowance	2,000		2,000	2,000
1,319,221	699,035	560,332		SUB TOTAL SALARIES, WAGES & BENEFITS	1,364,544 *	0	1,453,712	1,507,965
3,000	2,778	3,737	7210150	Office Supplies	3,000		3,250	3,500
4,800	6,289	6,301	7210180	Telephone & Answering Svc	5,000 *		5,200	5,400
1,000	0	0	7210190	Communication License	1,000		1,000	1,000
400	773	75	7210210	Advertising & Promotion	400		400	400
700	170	0	7210250	Memberships & Subscrip'ns	700		725	750
7,500	643	2,170	7210260	Training & Courses	12,000 *		14,000	16,000
13,500	8,397	4,699	7210450	Heat	13,500		14,500	15,000
14,900	20,188	17,107	7210460	Utilities	14,900		15,500	15,800
20,000	36,791	13,103	7210470	Building Maintenance	20,000		21,000	22,000
15,400	10,990	5,311	7210500	Custodial / Cleaning Supplies	11,400		12,000	12,500
55,000	57,633	22,893	7210600	Vehicle Maintenance	58,000 *		61,000	64,000
40,000	43,542	40,734	7210650	Gasoline	40,000		44,000	45,000
6,000	5,195	5,201	7210670	Small Equipment Purchases	6,000		7,000	7,500
0	0	5,997	7210700	COVID-19 Supplies	0		0	0
0	2,783	2,184	7210850	Special Project - Blue Flag	2,700 *		2,800	2,900
0	0	0	7210851	Special Project - YMCA PCC - Feasibility Study	0		0	0
0	0	0	7210912	Recoveries - Holdco	0		0	0
182,200	196,172	129,512		SUB TOTAL MATERIALS	188,600 *	0	202,375	211,750
40,000	30,436	0	7210320	Liability Insurance	43,000 *		45,000	47,250
0	0	0	7210360	Consultant Fee - Waterfront Master Plan	0		0	0
40,000	30,436	0		SUB TOTAL CONTRACTED SERVICES	43,000 *	0	45,000	47,250
140,000	70,000	0	7210930	Transfer to Vehicle Reserve	150,000 *		150,000	150,000
140,000	70,000	0		SUB TOTAL OTHER CHARGES & TRANSFERS	150,000 *	0	150,000	150,000
1,681,421	995,643	689,844		TOTAL PARKS ADMINISTRATION	1,746,144 *	0	1,851,087	1,916,965

2021-11-16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **PARKS ADMINISTRATION**

ACCOUNT #: **7200.20**

STATEMENT OF PURPOSE: To manage and maintain the Parks System for the Corporation.	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
<b>PERFORMANCE DATA:</b> Responsible for all park facilities and employees.	2022	721015	Salaries & Wages Part Time	Cityworks Student to assist with work orders Recovery from Special Events for staff time during events.
	2022	721051	Personal Protective Equipment	Sharps containers, gloves, hard hats, fall protection, etc.
	2022	7210250	Memberships & Subscriptions	Ontario Parks Association - \$691
	2022	7210260	Training & Courses	Professional development and mandatory training for certifications requirements, health & safety, working at heights, Crane certification, Spraypad Certification, Basic Refrigeration / ice plant, etc.
	2022	7210470	Building Maintenance	Costs of Building 7 shared evenly with Public Works
	2022	7210600	Vehicle Maintenance	Increase to reflect actual maintenance requirements (including \$3,000 for mandatory maintenance program)
	2022	7210850	Special Project - Blue Flag	For testing e-coli and strep on Victoria Park Beach and West Beach
	2022	7210930	Transfer to Vehicle Reserve	Re-evaluation in 2020 requires \$153,000

**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **PARKS MAINTENANCE**

ACCOUNT#: **7200.30**

2021	2020	2021			2022		2022	2023	2024
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
0	155,924	100,985	723010	Payroll Salaries & Wages	0		0	0	0
0	11,463	10,356	723011	Payroll - Overtime	0		0	0	0
0	14,333	20,790	723015	Payroll Part Time Wages	0		0	0	0
0	55,802	34,892	723030	Payroll Benefits	0		0	0	0
0	1,800	2,706	723031	Payroll Part Time Benefit	0		0	0	0
0	239,322	169,729		SUB TOTAL SALARIES, WAGES & BENEFITS	0		0	0	0
72,500	52,210	55,231	7230460	Utilities	73,000			73,500	74,000
15,000	4,356	2,605	7230470	Building Maintenance	15,500	*		19,000	21,000
3,200	1,340	1,493	7230475	Signs	3,200			3,500	3,700
10,000	7,753	4,712	7230500	Cleaning Maintenance	8,250			9,000	9,250
7,500	2,348	3,955	7230510	Electrical Repairs	7,000			7,500	8,000
5,000	4,929	4,998	7230520	Plumbing Repairs	5,000			5,500	6,000
21,000	11,869	10,133	7230570	Property Improvements	21,250			22,000	23,000
8,000	1,034	1,685	7230691	Equipment Rental	6,000			6,500	6,500
3,800	0	1,236	7230700	COVID-19 Supplies	3,900			4,000	4,000
146,000	85,839	86,048		SUB TOTAL MATERIALS	143,100		0	150,500	155,450
25,000	13,701	16,611	7230480	Garbage Removal	25,000			27,000	29,000
25,000	0	7,370	7230701	COVID-19 Contracts	25,000			25,000	25,000
34,000	22,110	1,068	7230750	Bylaw Enforcement	36,000	*		38,000	40,000
21,000	22,198	14,066	7230751	Parks Maintenance Contracts	22,000	*		23,000	25,000
33,000	0	84,512	7230755	Port-A-Potties	35,000	*		37,000	37,000
0	0	0	NEW	Special Project - Victoria Park Bandshell Flooring	20,000	*		0	0
0	0	1,190	7230851	Special Project - Splashpad Repairs	0			0	0
0	0	101	7230852	Special Project - Trash to Treasure	1,000	*		1,100	1,100
138,000	58,009	124,918		SUB TOTAL CONTRACTED SERVICES	164,000	*	0	151,100	157,100
18,400	19,323	15,470	7230540	Rent - Dog Park	18,400			18,400	18,400
18,400	19,323	15,470		SUB TOTAL FIINANCIAL	18,400		0	18,400	18,400
302,400	402,493	396,165		TOTAL PARKS MAINTENANCE	325,500	*	0	320,000	330,950

2021-11-16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **PARKS MAINTENANCE**

ACCOUNT #: **7200.30**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
To manage and maintain all large and small parks and all buildings and facilities located therein including the operations building.	2022	7230540	Rent - Dog Park	Rental of Dog Park - \$1,526.40 / month
	2022	7230700	COVID-19 Supplies	PPE, Sanitizer and cleaning supplies
<b>PERFORMANCE DATA:</b>  Beach Groomings (20 Small Parks) Canteens Buildings Playgrounds Centennial Swimming Pool - Start/Close Garbage Pick Up Special Events Spray Pad	2022	7230570	Property Improvements	To maintain stock of tables and benches, repair garbage containers, install parking barriers and paint buildings.
	2022	7230701	COVID-19 Contracts	Additional Cleaning contracts, Port-a-Potties
	2022	7230691	Equipment Rentals	Cost of equipment rentals for maintenance.
	2022	7230751	Parks Maintenance Contractor	Annual additional support to maintain park flower beds, shrubs, etc.
	2022	7230755	Port-A-Potties	Victoria Park (summer) to meet demand
	2022	NEW	Special Project - Bandshell Flooring	Replace flooring in bandshell
	2022/2023/2024	7230852	Special Project - Trash to Treasure	Trash to Treasure Pilot Program



**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **HORTICULTURE**

ACCOUNT#: **7200.20**

2021	2020	2021			2022		2022	2023	2024
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
0	76,346	71,633	722010	Payroll Salaries & Wages	0		0	0	0
0	7,021	8,621	722011	Payroll - Overtime	0		0	0	0
0	1,150	46,448	722015	Payroll Part Time Wages	0		0	0	0
0	27,747	28,083	722030	Payroll Benefits	0		0	0	0
0	140	5,971	722031	Payroll Students Benefits	0		0	0	0
0	112,404	160,756		SUB TOTAL SALARIES, WAGES & BENEFITS	0		0	0	0
16,900	13,116	8,125	7220450	Heat	17,000			17,100	17,200
5,800	6,710	5,566	7220460	Utilities	5,800			6,000	6,200
6,500	2,672	3,733	7220470	Building Maintenance	6,500			7,000	7,500
0	0	0	7220475	Ecology Garden Maintenance	0			0	0
27,000	27,551	20,614	7220506	Horticulture Supplies	27,000			28,000	28,500
15,000	10,592	8,798	7220550	Horticulture - Downtown Beautification	15,000			16,000	16,500
71,200	60,641	46,836		SUB TOTAL MATERIALS	71,300		0	74,100	75,900
71,200	173,045	207,592		TOTAL HORTICULTURE	71,300		0	74,100	75,900

2021-11-16

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**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **HORTICULTURE**

ACCOUNT #: **7200.20**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
Municipal beautification.	2022	7220506	Horticultural Supplies	This line item includes: Seed Cuttings Fertilizer Plant Medium Containers Biological Control Seniors Program Plants, bulbs, shrubs and trees
	2022	7220550	Property Improvements - Annual Beautification	Downtown baskets Replace old shrubs / beds
PERFORMANCE DATA:				
3 season planting				
Downtown beautification				
Greenhouse complex				
Sensory Garden				

**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **FORESTRY SERVICES**

ACCOUNT#: **3100.110**

2021 BUDGET	2020 YTD	2021 YTD	CODE	OBJECT	2022 DEPT REQUEST	*	2022 FINAL APPROVED	2023 FORECAST	2024 FORECAST
43,591	91,027	68,788	311110	Payroll Salaries & Wages	67,132	*		68,377	69,643
4,000	1,038	6,990	311111	Payroll - Overtime	4,000			4,000	4,000
0	0	0	311115	Payroll Part Time Wages	20,521	*		20,880	21,246
16,000	30,545	26,474	311130	Payroll Benefits	25,608	*		27,503	29,457
0	0	0	311131	Payroll Part Time Benefits	3,796	*		4,280	4,780
200	203	203	311160	Footwear	200			200	200
63,791	122,813	102,455		SUB TOTAL SALARIES, WAGES & BENEFITS	121,257	*	0	125,240	129,326
250	150	168	311150	Office Supplies	250			300	350
775	477	629	3111250	Memberships & Subscriptions	800	*		850	850
1,500	1,138	305	3111260	Training & Courses	1,500			2,000	2,300
2,500	413	718	3111650	Gasoline	2,500			2,700	2,900
2,500	2,510	3,007	3111680	Other Equip Maint & Repairs	2,500			2,500	2,600
40,000	38,637	2,713	3111853	Special Project - Emerald Ash	40,000			40,000	40,000
5,000	7,010	1,058	3111854	Special Project - Open Space Maintenance	5,000			5,000	5,000
4,250	382	640	3111855	Special Project - Forest Inventory Program	4,250			4,500	4,500
0	0	0	3111856	Special Project - Neighbor Wood Program	0			0	0
56,775	50,717	9,238		SUB TOTAL MATERIALS	56,800		0	57,850	58,500
70,000	65,154	3,230	3111750	Contracts - Tree Planting	70,000			70,000	75,000
12,000	10,717	1,110	3111751	Contracts - Emergency Removals Hazards	12,000			13,000	14,000
25,000	0	153	3111857	Special Project - More Tree Planting as per PRAC	25,000			25,000	25,000
30,000	34,923	6,534	3111754	Contracts - Tree Maintenance	31,000	*		32,000	33,000
137,000	110,794	11,027		SUB TOTAL CONTRACTED SERVICES	138,000		0	140,000	147,000
-35,000	-25,000	0	871153111	Transfer - Tree Levy Reserve	-25,000			-25,000	-25,000
-35,000	-25,000	0		SUB TOTAL OTHER CHARGES & TRANSFERS	-25,000		0	-25,000	-25,000
222,566	259,324	122,720		TOTAL ROADSIDE TREE TRIMMING	291,057	*	0	298,090	309,826

11-16-21

\*Indicates increase over previous year

**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **FORESTRY SERVICES**

ACCOUNT #: **3100.110**

STATEMENT OF PURPOSE:				HIGHLIGHTS/EXPLANATIONS:			
To ensure no trees are a potential risk/liability. To replace/plant new trees in areas where trees have been removed/not provided.				YEAR	CODE	OBJECT	DETAILS
				2022	3111250	Memberships & Subscriptions	ISA Dues - \$500 ISAO - \$250 Forests Ontario - \$50
<b>PERFORMANCE DATA:</b>				2022	3111260	Training & Courses	Industry standards - specific training, BMP and CEU's species.
				2022	3111853	Special Project - Emerald Ash	Additional Ash tree removal due to EAB - replacement included in tree planting budget.
Trees	2019	2020	2021	2022	3111854	Special Project - Open Space Maintenance	Tree pruning and removal in ravines adjacent to private lands.
Removed	164	100	125	2022	3111855	Special Project - Forest Inventory Program	GIS inventory for maintenance of public trees.
Planted	150	160	200	2022	3111754	Special Project - More Tree Planting as per PRAC	Additional tree planting in right of way to replace ash trees
Feed/Preserve	350	190	150				
Prune	416	400	400				
Mulch	500	250	250				
Service Requests	285	350	350				
Inspections	935	500	500				
Mulch - Right of Way and Parks trees							

**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **PARKS ATHLETIC FACILITIES**

ACCOUNT#: **7200.40**

2021	2020	2021			2022		2022	2023	2024
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
0	702	2,238	724010	Payroll Salaries & Wages	0		0	0	0
0	114	167	724011	Payroll - Overtime	0		0	0	0
0	0	1,583	724015	Payroll Part Time Wages	0		0	0	0
0	0	1,063	724030	Payroll Benefits	0		0	0	0
0	293	205	724031	Payroll Part Time Benefit	0		0	0	0
0	1,109	5,256		SUB TOTAL SALARIES, WAGES & BENEFITS	0		0	0	0
19,000	7,677	14,176	7240475	Athletics Field Mtce	20,000	*		21,000	22,000
5,500	4,879	238	7240570	Property Improvements	5,500			6,000	6,500
24,500	12,556	14,414		SUB TOTAL MATERIALS	25,500	*	0	27,000	28,500
8,500	0	0	7240551	Port-A-Potties	8,500			9,500	10,000
1,000	0	0	7240701	COVID-19 Contracts	1,000			1,000	1,000
9,500	0	0		SUB TOTAL CONTRACTED SERVICES	9,500		0	10,500	11,000
34,000	13,665	19,670		TOTAL PARKS ATHLETIC FACILITIES	35,000		0	37,500	39,500

2021-11-16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **ATHLETIC FACILITIES**

ACCOUNT #: **7200.40**

STATEMENT OF PURPOSE: To manage and maintain all ball diamonds located within our Parks System.	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
<b>PERFORMANCE DATA:</b>  15 Ball Diamonds (2 with lights) 10 Soccer Fields (1 with lights) 6 Tennis Courts (lights) 1 Basketball Court at Fitzhugh 13 Playgrounds maintained and inspected to CAW / CSA Z614-98 Beach Volleyball Splash Pad Rugby Field	2022	7240475	Athletic Field Maintenance	Supplies and material for sporting and playground facilities, including new soccer pitch at CCA.  Field talc Line Paint Surfacing Materials Playground Equipment Irrigation
	2022	7240551	Port-A-Potties	Donegan Park, Westwood, James, Tracy, Cobourg Conservation Area, Peace Park (if required due to fishing).
	2022	7240570	Property Improvements	Replenish clay at Legion Fields and Donegan, etc.

**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **PARKS TURF MAINTENANCE**

ACCOUNT#: **7200.50**

2021	2020	2021			2022		2022	2023	2024
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
0	1,697	8,979	725010	Payroll Salaries & Wages	0		0	0	0
0	0	658	725011	Payroll Overtime	0		0	0	0
0	0	10,647	725015	Payroll Part Time Wages	0		0	0	0
0	996	3,938	725030	Payroll Benefits	0		0	0	0
0	0	1,313	725031	Payroll Part Time Benefit	0		0	0	0
0	2,693	25,535		SUB TOTAL SALARIES, WAGES & BENEFITS	0		0	0	0
16,000	19,745	17,869	7250600	Vehicle & Equipment Mtce	12,000			13,000	13,500
0	0	0	7250850	Special - Rebuild Wide Area Mower	0			0	0
0	0	0	7250913	Recoveries - Equipment Reserve	0			0	0
16,000	19,745	17,869		SUB TOTAL MATERIALSS	12,000		0	13,000	13,500
16,000	22,438	43,404		TOTAL PARKS TURF MAINTENANCE	12,000		0	13,000	13,500

2021-11-16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **PARKS TURF MAINTENANCE**

ACCOUNT #: **7200.50**

STATEMENT OF PURPOSE: To manage and maintain all Turf areas under our jurisdiction. Including all roadside cutting.	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
	2022	7250600	Vehicle & Equipment Maintenance	With new equipment, maintenance should be reduced.
<b>PERFORMANCE DATA:</b>  Cutting and trimming approximately 280 acres of turf: <ul style="list-style-type: none"> <li>- Fertilizing</li> <li>- Weed Control</li> <li>- Aerating</li> <li>- Top Dressing</li> <li>- IPM Program</li> <li>- ODC</li> </ul>				



**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **BEACH WASHROOMS**

ACCOUNT#: **7300.40**

2021	2020	2021			2022		2022	2023	2024
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
1,500	275	209	7340450	Utilities	1,500			1,500	1,600
5,500	0	97	7340470	Building Maintenance	5,500			6,000	6,500
12,000	2,422	1,221	7340500	Cleaning Supplies	10,000			10,500	10,750
2,000	0	1,762	7340510	Electrial Repairs	2,000			2,250	2,500
3,250	806	2,016	7340520	Plumbing Repairs	3,500	*		3,750	4,000
24,250	3,503	5,305		SUB TOTAL MATERIALS	22,500		0	24,000	25,350
50,000	0	28,101	7340551	Cleaning Contract	50,000			50,000	50,000
50,000	0	28,101		SUB TOTAL CONTRACTED SERVICES	50,000		0	50,000	50,000
-69,300	0	0	7340912	Transfer Parking Revenue	-69,300	*		-69,300	-69,300
-69,300	0	0		SUB TOTAL OTHER CHARGES & TRANSFERS	-69,300	*	0	-69,300	-69,300
4,950	3,503	33,406		TOTAL BEACH WASHROOMS	3,200		0	4,700	6,050

**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **BEACH WASHROOMS**

ACCOUNT #: **7300.40**

STATEMENT OF PURPOSE: To keep washrooms at Victoria Park clean.	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
<b>PERFORMANCE DATA:</b>  2003 - Kept clean (very few complaints) 2004 - Not clean (many complaints) 2005 - Not clean (many complaints) 2006 - Not clean (many complaints) 2007 - Kept clean (few complaints less damage) 2008 - Kept clean (few complaints less damage) 2009 - Kept clean (few complaints less damage) 2010 - Kept clean (no complaints less damage) 2011 - Kept clean (no complaints less damage) 2012 - Kept clean (no complaints less damage) 2013 - Kept clean (no complaints less damage) 2014 - Kept clean (no complaints less damage) 2015 - Kept clean (no complaints less damage) 2016 - Kept clean (minimal complaints & damage) 2017 - Kept clean (minimal complaints & damage) 2018 - Kept clean (minimal complaints & damage) 2019 - Kept clean (minimal complaints & damage) 2020 - Closed 2021 - Kept clean (minimal complaints & damage)	2022	7340470	Building Maintenance	Allowance for routine maintenance of building
	2022	7340510	Electrical Repairs	Allowance for routine electrical repairs
	2022	7340520	Plumbing Repairs	Allowance for routine plumbing repairs
	2022	7340551	Cleaning Contract	Public washroom cleaning services contracted out on per hour rate based on hours of operation Contract up for renewal in 2022.
	2022	7340912	Transfer Parking Revenue	Revenue transfer to partially fund public washroom expense

**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **CENTENNIAL POOL**

ACCOUNT#: **7200.60**

2021	2020	2021			2022		2022	2023	2024
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
5,000	3,918	2,458	7260450	Heat	5,000			5,000	5,000
7,500	6,051	7,386	7260460	Utilities	7,500			7,500	7,500
7,600	6,591	8,834	7260570	Property Improvements	15,000	*		15,000	16,000
4,000	4,782	3,378	7260580	Materials Repair	4,000			4,000	5,000
0	0		NEW	Lifeguards & Supplies	97,661	*		100,000	100,000
-3,800	0	0	7260913	Recoveries - Holdco Reserve	-11,250			-7,500	-7,500
20,300	21,342	22,056		SUB TOTAL MATERIALS	117,911	*	0	124,000	126,000
20,300	21,342	22,056		TOTAL CENTENNIAL POOL	117,911	*	0	124,000	126,000

2021-11-16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **CENTENNIAL POOL**

ACCOUNT #: **7200.60**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
Maintenance on Centennial Pool, built in 1967.	2022	NEW	Lifeguards & Supplies	YMCA staff maintain and operates programs at Centennial Pool. Town owned facility. Note: Costs have been broken down between Centennial Pool & Beach for 2022
PERFORMANCE DATA:	2022	7260750	Property Improvements	Upkeep condition of building: Circulation pump - \$2,500 Painting changerooms/office - \$5,000 Roof solar heating maintenance/repair - \$1,500 Drinking fountain replacement - \$4,000 Perimeter fencing repair - \$1,000 Minor repairs - \$1,000

**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: AQUATICS LIFEGUARDS

ACCOUNT#: **7650.100**

2021	2020	2021			2022		2022	2023	2024
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
91,033	58,181	68,283	7650750	Lifeguards & Supplies	112,405	*		130,000	130,000
0	10,000	0	7650751	Grants & Transfers	0			0	0
0	0	0	7650850	Special Project - Lifeguard Chairs	0			0	0
0	0	0		Recoveries - 2017 Lifeguard Chair	0			0	0
91,033	68,181	68,283		SUB TOTAL OTHER CHARGES & TRANSFERS	112,405	*	0	130,000	130,000
91,033	68,181	68,283		TOTAL AQUATICS LIFEGUARDS	112,405	*	0	130,000	130,000

2021-11-16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: AQUATICS LIFEGUARDS

ACCOUNT#: 7650.100

STATEMENT OF PURPOSE: To provide lifeguarding services at Victoria Beach and Centennial Pool.	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
	2022	7650750	Lifeguards & Supplies	Note: Costs have been broken down between Centennial Pool & Beach for 2022
<b>PERFORMANCE DATA:</b>				
Funding History				
1999	138,155			
2000	138,155			
2001	138,155			
2002	150,195			
2003	150,195			
2004	150,195			
2005	150,195			
2006	150,195			
2007	150,195			
2008	160,000			
2009	160,000			
2010	162,000			
2011	166,500			
2012	167,584			
2013	177,613			
2014	185,585			
2015	170,000			
2016	165,000			
2017	175,000			
2018	198,000			
2019	189,300			
2020	194,805			
2021	91,033			

**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **OUTDOOR RINK**

ACCOUNT#: **7200.70**

2021	2020	2021			2022		2022	2023	2024
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
0	0	4,246	727015	Payroll Full Time Wages	0			0	0
0	0	205	727011	Overtime	0			0	0
0	0	1,504	727031	Payroll FT Time Benefits	0			0	0
0	0	5,955		SUB TOTAL SALARIES, WAGES & BENEFITS	0		0	0	0
17,500	22,878	15,999	7270460	Utilities	18,000			18,500	19,000
1,000	112	0	7270600	Vehicle Maint & Repairs	1,000			1,000	1,000
2,500	532	2,150	7270670	Other Equipment Purchases	2,500			3,500	4,000
6,100	5,664	2,484	7270680	Other Equipment Maint & Repairs	6,200			6,300	6,400
7,000	0	7,530	7270681	Setup / Tear Down	7,500	*		8,000	8,000
0	0	0	NEW	Special Project - Butterfly Wings Replacement	12,000	*		0	0
5,000		0	7270852	Special Project - Sinclair Park Outdoor Rink	8,000	*		0	0
39,100	29,186	28,163		SUB TOTAL MATERIALS	55,200	*	0	37,300	38,400
2,300	1,632	0	7270320	Liability Insurance	2,500	*		2,625	2,750
2,300	1,632	0		SUB TOTAL CONTRACTED SERVICES	2,500	*	0	2,625	2,750
41,400	30,818	34,118		TOTAL OUTDOOR RINK	57,700	*	0	39,925	41,150

2021-11-16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **OUTDOOR RINK**

ACCOUNT #: **7200.70**

STATEMENT OF PURPOSE: Maintenance and operation of fountain / rink facility at Rotary Waterfront Park.	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
<b>PERFORMANCE DATA:</b>	2022	7270320	Liability Insurance	Allocation of liability insurance to this budget.
	2022	7270680	Other Equipment Maint & Repairs	General routine maintenance
	2022	NEW	Special Project - Butterfly Wing Repl	Replacement of butterfly wings
	2022	7270852	Special Project - Sinclair Park Outdoor Rink	Cost of building outdoor rink in Sinclair Park Water - \$3,500 Plastic - \$4,000 Signage - \$500



**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **LEGION FIELDS - REVENUE**

ACCOUNT#: **882**

2021	2020	2021			2022		2022	2023	2024
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
-8,000	0	-1,788	8821	Regular Season Play	-8,250	*		-8,500	-8,500
-6,000	0	0	8822	Tournaments	-6,000			-6,000	-6,000
0	0	0	8824	Canteen	-25,000	*		-25,000	-25,000
-14,000	0	-1,788		TOTAL LEGION FIELDS REVENUE	-39,250	*	0	-39,500	-39,500
27,800	20,108	15,912		TOTAL LEGION FIELDS EXPENDITURES	41,250	*	0	43,850	46,050
13,800	20,108	14,124		NET TO TOWN	2,000		0	4,350	6,550

2021-11-16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **LEGION FIELDS**

ACCOUNT#: **7450.100**

2021	2020	2021			2022		2022	2023	2024
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
0	700	2,432	745010	Payroll Full Time Wages	0		0	0	0
0	92	0	745011	Payroll - Overtime	0		0	0	0
0	0	0	745015	Payroll Part Time Wages	0		0	0	0
0	218	325	745030	Payroll Full Time Benefits	0		0	0	0
0	0	0	745031	Payroll Part Time Benefit	0		0	0	0
0	1,010	2,757		SUB TOTAL SALARIES, WAGES & BENEFITS	0		0	0	0
4,000	2,893	1,628	7450450	Heat	4,000			4,400	4,500
7,700	8,222	6,710	7450460	Utilities	7,700			8,000	8,500
3,000	3,563	0	7450470	Building Maintenance	3,000			3,300	3,400
1,000	0	1,651	7450500	Cleaning Supplies	1,000			1,500	1,600
2,000	0	300	7450510	Electrical Repairs	2,000			2,300	2,400
2,000	1,586	1,473	7450520	Plumbing Repairs	2,200	*		2,300	2,400
4,500	0	763	7450570	Diamond Maintenance	5,000	*		5,500	6,500
0	0	0	7450830	Consummable Supplies	12,500	*		12,500	12,500
600	926	630	7450919	Bank Service Fees	600			600	600
24,800	17,190	13,155		SUB TOTAL MATERIALS	38,000	*	0	40,400	42,400
3,000	1,908	0	7450320	Liability Insurance	3,250	*		3,450	3,650
0	0	0	7450850	Special Project - Legion Fields Pedstrian Bridge	0			0	0
3,000	1,908	0		SUB TOTAL CONTRACTED SERVICES	3,250	*	0	3,450	3,650
27,800	20,108	15,912		TOTAL LEGION FIELDS	41,250	*	0	43,850	46,050

2021-11-16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **LEGION FIELDS**

ACCOUNT#: 7450.100

STATEMENT OF PURPOSE: To manage and maintain a (3) three softball diamond facility.	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
	2022	8824	Canteen	Closed for 2021
	2022	7450320	Liability Insurance	Allocation of liability insurance to this budget.
	2022	7450470	Building Maintenance	Increase to reflect actual maintenance costs
PERFORMANCE DATA: Hosted numerous provincial and OASA tournaments	2022/2022	7450830	Consumables Supplies	Food and Beverage supplies to operate the canteen in 2022

**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **MARINA**

ACCOUNT#: **883**

2021	2020	2021			2022		2022	2023	2024
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
-145,000	-113,720	-151,927	8831	Transient Fees	-155,000	*		-157,000	-160,000
-280,000	-112,199	-206,463	8832	Seasonal Fees	-295,000	*		-299,000	-305,000
-40,000	-51,487	-8,841	8833	Winter Storage	-40,000			-46,000	-47,500
-5,200	-2,983	-4,838	8834	Sewage Pumpout Fees	-5,500	*		-5,550	-5,600
-190,000	-156,100	-289,567	8835	Fuel Sales	-220,000	*		-225,000	-230,000
-8,400	-3,917	-8,246	8836	Miscellaneous	-8,400			-8,500	-8,600
-7,000	-4,260	-8,653	8837	Launching Fees	-7,500	*		-8,000	-8,700
-35,000	-13,635	-32,474	8838	Liftout - in	-33,000			-33,500	-33,700
0	0	-457	8839	Vending Revenue	0	*		0	0
-2,880	0	-2,410	88310	Marina Brochure Advertising	-2,880			-2,880	-2,880
-100	0	0	88311	Finance Charges	-100			-150	-200
-5,000	-5,166	-8,161	88312	Reservation Fees	-6,400	*		-6,500	-6,600
-5,100	-2,594	0	88313	Facility Rentals	-4,135			-4,135	-4,135
-40,000	0	0	88314	Parking Fees	-40,000			-40,000	-40,000
-3,360	-19,600	-5,975	88315	Summer Wage Grant	-3,500	*		-3,600	-3,700
-767,040	-485,661	-728,012		TOTAL MARINA REVENUES	-821,415	*	0	-839,815	-856,615
767,040	485,661	542,775		TOTAL MARINA EXPENDITURES	821,415	*	0	839,815	856,615
0	0	-185,237		NET TO TOWN	0	*	0	0	0

2021-11-16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **MARINA**

ACCOUNT#: 7300.10

2021	2020	2021			2022		2022	2023	2024
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
107,809	93,970	47,384	731010	Payroll - Full-time Wages	123,273	*		126,017	128,222
2,968	1,530	3,490	731011	Payroll - Overtime	3,771	*		3,501	3,562
105,339	123,365	92,238	731015	Payroll Part Time Wages	110,884	*		112,824	114,799
33,916	21,694	14,197	731030	Payroll - Full-time Benefits	40,318	*		43,689	47,089
18,434	16,763	11,364	731031	Payroll Part Time Benefit	20,514	*		23,129	25,830
1,200	128	545	731050	Clothing	1,200			1,200	1,200
269,666	257,450	169,218		SUB TOTAL SALARIES, WAGES & BENEFITS	299,960	*	0	310,360	320,702
800	330	409	7310150	Office Supplies	800			850	875
1,400	1,108	731	7310175	Internet Costs	1,400			1,500	1,600
2,100	1,872	2,698	7310180	Telephone & Answering Svc	2,100			2,150	2,175
3,000	0	1,065	7310210	Advertising & Promotions	3,000			3,500	4,000
2,000	1,179	1,221	7310220	Printing	2,000			2,200	2,250
300	6	0	7310240	Postage	300			300	350
1,400	999	1,712	7310250	Membership & Subscrip'ns	1,400			1,500	1,675
3,000	22	0	7310260	Training & Courses	5,000	*		5,700	5,800
1,000	240	0	7310270	Travel Expense	1,500	*		1,700	1,850
1,000	0	0	7310380	Conferences & Conventions	2,000	*		2,500	2,600
3,600	478	3,693	7310392	Ice Purchase	4,000	*		4,200	4,500
5,000	2,398	1,944	7310450	Heat	5,000			5,350	5,550
26,000	13,696	12,964	7310460	Utilities	26,000			27,000	28,000
10,000	11,852	6,533	7310470	Facilities Maintenance	10,000			12,000	12,500
5,000	680	610	7310500	Custodial/Cleaning Supplies	5,000			5,500	5,650
99,000	49,043	37,161	7310551	Dock Repair & Maintenance	93,000			55,000	58,000
30,000	26,998	0	7310552	Common Harbour Dredging Contribution	30,000			40,000	50,000
158,141	137,958	259,319	7310650	Fuel	176,000	*		180,000	184,000
3,200	3,394	825	7310670	Other Equipment Purchases	3,200			3,500	3,800
7,000	3,913	2,049	7310680	Other Equip Maint & Rep	7,000			7,200	7,500
1,500	162	14	7310691	Small Equip Maint & Rep	1,500			1,700	1,900
4,100	0	0	7310700	COVID-19 Supplies	4,200			1,200	700
0	11	0	7310830	Beverage Purchase	0			0	0
0	27,464	0	7310851	Special Project - Wireless Internet	0			0	0
0	0	0	7310855	Special Project - Online Reservation Software	0			0	0
18,000	12,172	16,441	7310919	Bank Service Fees Visa / MC / POS	18,000			18,550	18,700
0	1,112	0	7310856	Special Project - Air Conditioning Reception	0			0	0
386,541	297,087	349,389		SUB TOTAL MATERIALS	402,400	*	0	383,100	403,975

**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **MARINA**

ACCOUNT#: **7300.10**

2021	2020	2021			2022		2022	2023	2024
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
11,500	8,742	0	7310320	Liability Insurance	12,500	*		13,000	13,500
2,300	2,722	2,403	7310480	Garbage Removal	3,000	*		2,300	3,500
0	1,913	1,227	7310550	Security Contract	10,000	*		10,500	10,650
2,100	2,136	1,829	7310750	Contracts	2,100			2,300	2,500
24,000	22,008	18,709	7310751	Liftout - In	29,000	*		31,000	33,000
39,900	37,521	24,168		SUB TOTAL CONTRACTED SERVICES	56,600	*	0	59,100	63,150
0	2,747	0	7310541	Payment in Lieu of Taxes	0			0	0
67,333	-112,744	0	7310912	Transfer to/From Reserve Funds	58,855			83,655	65,188
3,600	3,600	0	7310912	Transfer to Vehicle Reserve	3,600			3,600	3,600
0	0	0	7310910	Transfer to Harbour	0			0	0
70,933	-106,397	0		SUB TOTAL OTHER CHARGES & TRANSFERS	62,455		0	87,255	68,788
767,040	485,661	542,775		TOTAL MARINA	821,415	*	0	839,815	856,615

2021-11-16

\*Indicates increase over previous year

# TOWN OF COBOURG 2022 OPERATING BUDGET ESTIMATES

## BUDGET JUSTIFICATION

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **MARINA**

ACCOUNT #: **7300.100**

STATEMENT OF PURPOSE:			HIGHLIGHTS/EXPLANATIONS:		
Operation of a small craft Marina. at Rotary Waterfront Park.			YEAR	CODE	OBJECT
			DETAILS		
PERFORMANCE DATA:			2022	8831	Transient Fees
			2022	88314	Parking Revenue
YEAR	TRANSIENT VISITORS	DOLLARS	2022	7310175	Internet Costs
1997	4180	\$102,019	2022	7310210	Advertising & Promotions
1998	4400	\$114,420	2022	7310220	Printing
1999	4500	\$111,800	2022	7310250	Memberships & Subscriptions
2000	4400	\$105,420	2022	7310552	Marina Dredging
2001	4500	\$105,480			
2002	4600	\$107,100			
2003	4500	\$105,590			
2004	4600	\$110,372			
2005	4700	\$116,022			
2006	4500	\$114,984			
2007	4600	\$121,543			
2008	4400	\$118,164			
2009	4500	\$137,758			
2010	4500	\$139,894	2022	7310551	Dock Repairs
2011	4000	\$128,343			
2012	3800	\$131,141	2022	7310700	COVID Supplies
2013	3873	\$139,306			
2014	3724	\$125,868	2022	7310857	Sp Project - Surveillance System
2015	Unavailable	\$128,690			
2016	3413	\$154,561	2022	7310912	Transfer to Vehicle Reserve
2017	2200	\$94,444 High water event			
2018	3002	\$142,822	2022		
2019	2400	\$100,325 High water event			
2020	2184	\$113,719 COVID-19 (6 weeks)	2022		
2021		COVID-19 (5 weeks)			

**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **DREDGING**

ACCOUNT#:

2021 BUDGET	2020 YTD	2021 YTD	CODE	OBJECT	2022 DEPT REQUEST	*	2022 FINAL APPROVED	2023 FORECAST	2024 FORECAST
-180,000	-290,030	-250,000	8881	Dredging Revenue	-100,000			-100,000	-100,000
-180,000	-290,030	-250,000		TOTAL DREDGING REVENUE	-100,000		0	-100,000	-100,000
180,000	290,030	141,642		TOTAL DREDGING EXPENDITURES	112,878		0	97,971	89,701
0	0	-108,358		NET TO TOWN	12,878		0	-2,029	-10,299

2021-11-16

\*Indicates increase over previous year



**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **DREDGING**

ACCOUNT#:

2021	2020	2021			2022		2022	2023	2024
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
48,237	80,606	53,612	736010	Payroll Salaries & Wages	52,585	*		53,587	54,525
787	14,066	6,684	736011	Payroll Overtime	969	*		1,029	1,047
1,166	4,419	0	736015	Payroll Part-time Salaries & Wages	11,879	*		12,108	12,320
15,711	26,575	19,977	736030	Payroll - Full-time Benefits	16,893	*		17,215	17,517
204	564	0	736031	Payroll Part-time Benefits	2,202	*		2,482	2,772
0	0	0	736020	Other Salaries & Wages	0	*		0	0
0	0	0 NEW		Clothing	500	*		500	500
66,105	126,230	80,273		SUB TOTAL SALARIES, WAGES & BENEFITS	85,028	*	0	86,921	88,681
2,300	352	2,263	7360150	Administrative Services	1,000			1,100	1,200
350	278	0	7360180	Telephone & Answering	350			350	370
1,500	254	0	7360210	Advertising	500			600	700
1,500	0	0	7360260	Training & Courses	1,500			1,700	1,900
1,000	7,794	0	7360270	Travel Expenses	1,000			1,200	1,300
6,500	6,821	11,732	7360650	Gasoline	3,000			3,350	3,550
0	0	0 NEW		Contract Gasoline	3,500	*		3,500	3,500
5,000	1,832	1,489	7360670	Other Equipment Purchases	5,000			5,500	6,000
15,000	41,694	28,844	7360680	Maintenance & Repairs	15,000			15,000	17,000
5,000	53,473	13,763	7360681	Equipment Setup	5,000			5,500	6,000
7,000	7,183	3,278	7360682	Contract Equipment Setup	7,000			8,000	9,000
45,150	119,681	61,369		SUB TOTAL MATERIALS	42,850		0	45,800	50,520
9,600	8,484	0	7360320	Insurance	5,000			5,250	5,500
9,600	8,484	0		SUB TOTAL CONTRACTED SERVICES	5,000		0	5,250	5,500
59,145	102,192	0	7360912	Transfer from/to Reserve - Capital Repayment	60,000			60,000	60,000
0	-66,557	0	7360991	Dredging Recoveries - Marina Dredging	-80,000			-100,000	-115,000
59,145	35,635	0		SUB TOTAL OTHER CHARGES & TRANSFERS	-20,000		0	-40,000	-55,000
180,000	290,030	141,642		TOTAL DREDGING	112,878		0	97,971	89,701

2021-11-16

\*Indicates increase over previous year

**TOWN OF COBOURG**  
**2022 OPERATING BUDGET ESTIMATES**

### **BUDGET JUSTIFICATION**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: *DREDGING*

ACCOUNT #: 7300.60

STATEMENT OF PURPOSE:			HIGHLIGHTS/EXPLANATIONS:			
Dredge purchase in 2009 to perform dredging of the Cobourg Harbour and other contract work.			YEAR	CODE	OBJECT	DETAILS
			2022	8881	Dredging Revenue	2021 Contract - \$100,000
			2022	NEW	Clothing	contractual obligation for 2 union staff
PERFORMANCE DATA:			2022	NEW	Gasoline - Contract	To streamline contract revenue
			2022	7360670	Other Equipment Purchases	Tools for dredge, will reduce having to rent or borrow equipment
	Cost	Site	2022	7360680	Maintenance & Repairs	Routine Maintenance - \$5,000
1999	22,300	Fuel Dock				Unexpected Maintenance - \$10,000
2000	45,600	Entrance				
2003	33,063	Entrance				
2006	86,600	Entrance	2022	7360681	Equipment Setup	Town of Cobourg Setup - \$5,000
2008	125,639	Entrance				
2010	Dredged entrance with Cobourg Dredge		2022	7360682	Contract Equipment Setup	To determine costs associate with contracts for equipment setup
2011	Dredged entrance with Cobourg Dredge					
2012						
2013	Dredged Wellington, Port Hope and Cobourg entrance & inner harbour		2022	7360991	Recoveries Dredging	Cobourg Harbour Entrance Project - \$80,000 (Marina - \$30,000, Harbour - \$50,000)
2014	Dredge Port Hope & Cobourg Entrance					
2015	Dredge Cobourg Entrance					
2016	Dredge Wellington, Cobourg Entrance &					
2017	Whitby Harbour & Cobourg Harbour Entrance					
2018	Cobourg Harbour Entrance					
2019	Cobourg Harbour Entrance & Wellington Channel					
2020	Cobourg Harbour Entrance & Presqu'ile contract					
2021	Cobourg Harbour Entrance & Presqu'ile contract					
2022	Cobourg Harbour Entrance & 1 Potential Contract					

**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **CAMPGROUND**

ACCOUNT#: **884**

2021	2020	2021			2022		2022	2023	2024
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
-22,500	-16,247	-22,371	8841	Seasonals	-25,800	*		-26,000	-26,800
-270,000	-162,809	-267,667	8842	Transient Trailers	-265,000			-265,000	-267,000
-12,000	-5,010	-8,849	8843	Transient Tents	-12,000			-12,200	-12,400
-1,500	-675	-929	8845	Sewage Pumpouts	-1,500			-1,600	-1,700
-6,000	-2,729	-5,900	8846	Miscellaneous	-6,000			-6,250	-6,300
-14,000	-9,095	-12,588	8847	Reservation Fee	-15,000	*		-15,500	-15,700
-5,000	-7,840	-1,992	88413	Federal Grants - Wages	-5,000			-5,200	-5,500
-331,000	-204,405	-320,296		TOTAL TOURIST PARK REVENUES	-330,300		0	-331,750	-335,400
182,320	92,096	106,126		TOTAL TOURIST PARK EXPENDITURES	261,029	*	0	243,618	250,213
-148,680	-112,309	-214,170		NET TO TOWN	-69,271		0	-88,132	-85,187

2021-11-16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **CAMPGROUND**

ACCOUNT#: **7300.20**

2021	2020	2021				2022	2022	2023	2024	
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	* FINAL APPROVED		FORECAST	FORECAST	
40,595	29,050	23,721	732010	Payroll - Full-time Wages	54,762	*		56,186	57,169	
1,113	672	2,044	732011	Payroll Overtime	1,676	*		1,365	1,389	
37,980	7,290	27,655	732015	Payroll Part Time Wages	39,463	*		40,154	40,857	
10,775	8,904	8,266	732030	Payroll Full-time Benefits	17,767	*		19,266	20,775	
6,647	964	3,480	732031	Payroll Part-time Benefits	7,301	*		8,232	9,193	
200	128	223	732050	Clothing	300	*		300	300	
97,310	47,008	65,389	SUB TOTAL SALARIES, WAGES & BENEFITS			121,269	*	0	125,503	129,683
500	107	292	7320150	Office Supplies	500			550	575	
1,350	1,039	731	7320175	Internet Costs	1,350			1,400	1,550	
1,100	1,045	878	7320180	Telephone & Answering Svc	1,100			1,200	1,250	
1,500	0	0	7320210	Advertising & Promotions	1,500			1,550	1,600	
500	0	0	7320220	Printing	500			550	575	
100	0	0	7320240	Postage	100			115	130	
210	0	0	7320380	Training	210			300	325	
1,800	870	1,956	7320390	Firewood Purchase	2,700	*		2,800	2,900	
1,400	253	926	7320392	Ice Purchase	1,400			1,500	1,575	
22,000	14,345	10,788	7320460	Utilities	22,000			22,500	22,700	
1,500	4,211	549	7320470	Building Maintenance	1,500			1,650	1,775	
2,500	309	679	7320500	Custodial/Cleaning Supplies	1,000			1,100	1,200	
3,000	2,094	3,446	7320510	Electrical Repairs	3,000			3,500	3,800	
1,800	5,505	2,375	7320520	Plumbing Repairs	1,800			2,000	2,300	
4,300	899	1,241	7320570	Property Improvements	3,000			3,500	4,000	
2,000	1,575	1,239	7320670	Other Equipment Purchases	2,000			2,200	2,350	
3,200	2,829	3,930	7320680	Other Equip Maint & Rep	3,200			3,350	3,475	
750	0	0	7320700	COVID Supplies	800	*		500	100	
0	0	0	7320850	Special Project - Cameras	0			0	0	
0	0	0	7320852	Special Project - Management Software	25,000	*		0	0	
7,000	5,079	6,992	7320919	Bank Service Fees	7,000			7,200	7,350	
0	0	0	7320991	Recoveries	0			0	0	
56,510	40,160	36,022	SUB TOTAL MATERIALS			79,660	*	0	57,465	59,530
500	352	0	7320320	Liability Insurance	600	*		650	700	
3,000	2,817	3,242	7320480	Garbage Removal	3,000			3,300	3,500	
0	1,759	1,473	7320750	Contracts - Security	6,500	*		6,700	6,800	
3,500	4,928	4,715	SUB TOTAL CONTRACTED SERVICES			10,100	*	0	10,650	11,000
25,000	0	0	7320912	Transfer to Reserve	50,000	*		50,000	50,000	
25,000	0	0	SUB TOTAL OTHER CHARGES & TRANSFERS			50,000	*	0	50,000	50,000
182,320	92,096	106,126	TOTAL TOURIST PARK			261,029	*	0	243,618	250,213

**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **CAMPGROUND**

ACCOUNT #: **7300.20**

STATEMENT OF PURPOSE:			HIGHLIGHTS/EXPLANATIONS:		
Operate Cobourg Campground. Total of 70 lots.			YEAR	CODE	OBJECT
					DETAILS
			2022	8841	Seasonals
					Increased to reflect 3 waterfront & 3 non-waterfront
			2022	8842	Transient Trailers
					Decreased to reflect actual trends
<b>PERFORMANCE DATA:</b>			2022	7310175	Internet Costs
					Monthly fees for internet usage
YEAR	FUNCTION	REVENUE	2022	7310210	Advertising & Promotions
					Marketing to promote the campground during shoulder season.
2016	15 Season Lots	\$42,050			
	Transient Trailers	\$203,632	2022	7310700	COVID Supplies
	Transient Tents	\$10,230			PPE, Sanitizer and cleaning supplies
			2022	7320852	Special Project - Management Software
					To develop software to fully automate online bookings.
2017	15 Season Lots	\$36,850	2022	7320912	Transfer to Reserve
	Transient Trailers	\$229,817			Increase transfer to reserve in preparation for campground enhancements.
	Transient Tents	\$11,655			
2018	11 Season Lots	\$33,900			
	Transient Trailers	\$240,230			
	Transient Tents	\$12,515			
2019	7 Season Lots	\$24,300			
	Transient Trailers	\$262,568			
	Transient Tents	\$11,361			
2020	6 Season Lots	\$23,400			
	Transient Trailers	\$148,923			
	Transient Tents	\$4,758			
2021	6 Season Lots	\$22,731			
	Transient Trailers	\$137,020			
	Transient Tents	\$4,091			

**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **HARBOUR**

ACCOUNT#: 7300.50

2021	2020	2021			2022		2022	2023	2024
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
61,885	37,234	32,934	735010	Payroll Salaries & Wages	59,250			60,232	61,286
1,237	836	2,526	735011	Payroll Overtime	1,379	*		1,708	1,738
45,058	33,724	45,850	735015	Payroll Part Time Wages	47,832	*		48,669	49,521
19,757	11,427	11,140	735030	Payroll Full-time Benefits	19,976			21,639	23,278
7,885	4,140	5,520	735031	Payroll Part-time Benefits	8,849	*		9,977	11,142
620	415	396	735050	Clothing	620			620	620
136,442	87,776	98,366		SUB TOTAL SALARIES, WAGES & BENEFITS	137,906		0	142,845	147,585
160	48	122	7350150	Office Supplies	160			175	195
270	524	371	7350175	Internet Costs	270			290	310
420	0	0	7350180	Telephone & Answering Svc	420			480	510
800	0	0	7350220	Printing	800			875	890
1,000	23	0	7350260	Training & Courses	1,000			1,100	1,200
300	0	26	7350270	Travel Expenses	300			400	500
250	0	0	7350380	Conference & Conventions	0			0	0
1,000	632	495	7350450	Heat	1,000			1,100	1,200
4,900	4,016	3,278	7350460	Utilities	4,900			5,000	5,100
14,000	19,592	11,560	7350470	Facilities Maintenance	14,000			15,000	16,000
3,250	639	824	7350500	Custodial / Cleaning Supplies	3,250			3,300	3,350
50,000	41,652	27,027	7350552	Common Harbour Dredging Contribution	50,000			60,000	65,000
1,700	1,599	2,030	7350670	Other Equipment Purchases	1,700			1,800	1,900
1,540	3,712	793	7350680	Other Equip Maint & Rep	1,540			1,600	1,660
300	61	1,578	7350681	Small Equip Maint & Rep	300			350	400
3,300	0	0	7350570	Lab Testing	5,000	*		5,250	5,350
83,190	72,498	48,104		SUB TOTAL MATERIALS	84,640		0	96,720	103,565
3,000	2,770	2,607	7350480	Garbage Removal	3,000			3,000	3,500
0	1,167	1,248	7350550	Security Contract	0			0	0
3,000	366	275	7350750	Contracts	3,000			3,000	3,200
0	0	0	NEW	Sp Project - E-Coli Mitigation	20,000	*		0	0
6,000	4,303	4,130		SUB TOTAL CONTRACTED SERVICES	26,000	*	0	6,000	6,700
-10,000	0	0	87096	Parking Revenue Transfer	-10,000	*		-10,000	-10,000
0	-11,760	-10,339	871137350	Recoveries - Federal Grants	-4,000			-4,400	-4,500
-10,000	-11,760	-10,339		SUB TOTAL OTHER CHARGES & TRANSFERS	-14,000		0	-14,400	-14,500
215,632	152,817	140,261		TOTAL HARBOUR	234,546	*	0	231,165	243,350

2021-11-16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **HARBOUR**

ACCOUNT #: **7300.50**

STATEMENT OF PURPOSE: To keep walkway clean and maintained.	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
<b>PERFORMANCE DATA:</b>	2022	7350470	Harbour Maintenance	Allowance for ongoing maintenance & repairs to lighting and paver stones.
	2022	7350480	Garbage Removal	To reflect cost of disposal of garbage generated by the general public at the waterfront
	2022	7350552	Dredging Costs	To reflect portion of dredging cost applicable to common harbour area. The increase is due to the condition on the west breakwater and silting of the harbour.
	2022	7350570	Lab Testing	E Coli testing in Harbour - June - September Increased to reflect sampling at 50' and 100'
	2022	NEW	Sp Project - E-coli Mitigation	DNA testing, Scientist Review

**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **FURNACE ST ARENAS - REVENUE**

ACCOUNT#: **881**

2021	2020	2021			2022		2022	2023	2024
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
-20,200	-18,200	-11,375	88116	Curling	-20,200			-20,200	-20,200
-6,000	-6,000	-6,000	88117	Solar Rental	-6,000			-6,000	-6,000
-26,200	-24,200	-17,375		TOTAL ARENA REVENUE	-26,200		0	-26,200	-26,200
100,750	104,794	20,781		TOTAL ARENA EXPENDITURES	102,250		0	103,900	105,650
74,550	80,594	3,406		NET COST TO TOWN	76,050		0	77,700	79,450

2021-11-16

\*Indicates increase over previous year



**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **FURNACE ST ARENAS**

ACCOUNT#: **7400.100**

2021	2020	2021			2022		2022	2023	2024
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
10,000	0	0	740010	Payroll Salaries & Wages	10,000			10,000	10,000
0	505	588	740015	Payroll - Part-time Wages	0			0	0
0	0	0	740030	Payroll Benefits	0			0	0
0	57	68	740031	Payroll Part-time Benefits	0			0	0
10,000	562	656		SUB TOTAL SALARIES, WAGES & BENEFITS	10,000		0	10,000	10,000
0	595	749	7400180	Telephone & Answering Svc	0			0	0
7,500	6,182	3,738	7400450	Heat	7,500			7,500	7,500
15,000	24,661	9,979	7400460	Utilities	15,000			15,000	15,000
3,000	1,145	579	7400470	Building Maintenance	3,000			3,000	3,000
250	0	0	7400500	Custodial/Cleaning Supplies	250			250	250
0	391	230	7400510	Electrical Repairs	0	*		0	0
8,000	3,028	4,850	7400550	Bldg Maintenance Contracts	8,000			8,000	8,000
250	195	0	7400570	Property Improvements	250			250	250
250	0	0	7400580	Systems Maint & Repairs	250			250	250
0	156	0	7400600	Vehicle Maint & Repairs	0	*		0	0
34,250	36,353	20,125		SUB TOTAL MATERIALS	34,250		0	34,250	34,250
22,500	42,290	0	7400320	Liability Insurance	23,500	*		24,675	25,900
9,000	0	0	7400321	Liability Insurance - Heenan	9,500	*		9,975	10,500
0	589	0	7400480	Garbage Removal	0			0	0
0	26,500	0	7400850	Sp Project - Memorial Decommissioning	0			0	0
31,500	69,379	0		SUB TOTAL CONTRACTED SERVICES	33,000	*	0	34,650	36,400
25,000	25,000	0	7400912	Transfer to Building Reserve for Repairs	25,000			25,000	25,000
0	-26,500	0	7400913	Transfer from Reserve	0			0	0
25,000	-1,500	0		SUB TOTAL OTHER CHARGES & TRANSFERS	25,000		0	25,000	25,000
100,750	104,794	20,781		TOTAL ARENA	102,250		0	103,900	105,650

2021-11-16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **FURNACE ST ARENAS**

ACCOUNT #: **7400.100**

STATEMENT OF PURPOSE: To provide multi-purpose facilities for all phases of recreation.	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
PERFORMANCE DATA:	2022	7400912	Transfer to Building Reserve	<p>The Memorial Arena has been de-commissioned but must be maintained until a decision is made on a potential future use. A 10-year lease renewal has been signed with the West Northumberland Curling Club for the Jack Heenan Arena.</p> <p>In 2017, as part of the Town's development of an Asset Management Plan, a condition assessment was conducted on both Jack Heenan &amp; Memorial Arena's to determine health &amp; safety, regulatory and lifecycle improvements. The Town retained the responsibility for capital costs for the building envelope (roof and walls) for Jack Heenan. A new reserve is being setup for these building repairs.</p>

# TOWN OF COBOURG 2022 OPERATING BUDGET ESTIMATES

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **COMMUNITY CENTRE -REVENUE**

ACCOUNT#: **889**

2021	2020	2021			2022		2022	2023	2024
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
0	-2,307	0	8891	Special Events	-25,000	*		-25,000	-25,000
-52,500	-31,874	-2,165	8892	Warm Side - Rentals Medium / Minor Events	-105,000	*		-105,000	-105,000
0	-53,761	-2,039	8893	Canteen Rental / Café	-110,000	*		-110,000	-110,000
0	-10,478	-1,589	8894	Vending Machine Sales	-75,000	*		-75,000	-75,000
-4,500	-1,125	-917	8895	Skate sharpening Pro Shop	-4,500			-4,500	-4,500
-520	-36	-9	8896	Misc Receipts	-520			-520	-520
-265,000	-118,640	-67,065	8897	General Ice Rentals	-265,000			-265,000	-265,000
-220,000	-110,646	-30,988	8898	NMHA	-280,000	*		-280,000	-280,000
-42,500	-21,945	-8,127	8899	Cougars	-42,500			-42,500	-42,500
-80,000	-50,818	-13,616	88912	WNGHL	-112,000	*		-112,000	-112,000
-10,500	0	0	88913	Floor Rentals	-21,000	*		-21,000	-21,000
-27,500	-7,546	-248	88916	Warm Side Seniors	-55,000	*		-55,000	-55,000
-80,000	-44,425	0	88917	Board Advertising	-80,000			-80,000	-80,000
-3,000	-1,526	-1,173	88918	Public Skating	-7,500	*		-7,500	-7,500
-22,000	-12,667	-12,849	88919	Ice Program Revenue	-28,000	*		-28,000	-28,000
-2,500	0	0	88920	ATM Rebate	-2,500			-2,500	-2,500
-13,250	-9,911	-1,363	88922	Warm Side Seniors - Drop In	-26,000	*		-26,550	-26,550
-35,000	-35,000	-29,167	88924	Solar Rent	-35,000			-35,000	-35,000
-25,000	-3,823	-4	88925	Warm Side - Program Revenue	-25,000			-25,000	-25,000
-50,000	-667	-40,787	88926	Camp Revenue	-90,000	*		-90,000	-95,000
-5,000	-4,228	-712	88927	Bar Sales	-10,000	*		-10,000	-10,000
-11,000	0	0	871137410	Federal Grants Summer Wages	-11,000			-11,000	-11,000
-949,770	-521,423	-212,818		TOTAL CCC REVENUE	-1,410,520	*	0	-1,411,070	-1,416,070
2,171,390	2,017,225	1,341,330		TOTAL CCC EXPENDITURES	2,638,261	*	0	2,756,733	2,806,609
1,221,620	1,495,802	1,128,512		NET COST TO TOWN	1,227,741		0	1,345,663	1,390,539

2021-11-16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **COMMUNITY CENTRE REVENUE**

ACCOUNT#: 889

STATEMENT OF PURPOSE: To provide multi-purpose facilities for all phases of recreation and cultural activities.	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
PERFORMANCE DATA:	2022	8891	Special Events	Large events may happen in 2022.
	2022	8892	Warm Side Rentals / Medium	Normal for 2022.
	2022	8893	Canteen	Open in 2022.
	2022	8898	NMHA	NMHA is operating closer to normal numbers for 2022.
	2022	88912	WNGHA	Fewer teams running for the 2022 season.
	2022	88916	Warm Side Seniors	Lower class capacity and fewer classes being provided. Plan to increase class capacity/number of classes when able.
	2022	88919	Ice Program Revenue	Plan to run an increase in programming at a decreased capacity in 2022 to meet the demand.
	2022	88922	Warm Side Seniors - Drop-in	Lower class capacity and fewer classes being provided. Plan to increase class capacity/number of classes when able.
	2022	88925	Warm Side - Program Revenue	Lower class capacity and fewer classes being provided. Plan to increase class capacity/number of classes when able.
	2022	88926	Camp Revenue	Will be running March break and summer camp.

# TOWN OF COBOURG 2022 OPERATING BUDGET ESTIMATES

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **CCC**

ACCOUNT#: **7410.100**

2021	2020	2021			2022	2022	2023	2024
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	* FINAL APPROVED	FORECAST	FORECAST
821,907	717,250	544,625	741010	Payroll Salaries & Wages	919,381	*	935,457	951,829
18,105	23,419	18,912	741011	Payroll - Overtime	19,897	*	21,181	21,552
0	14,459	14,761	741012	Payroll - Standby	15,000	*	15,265	15,530
60,120	58,450	36,729	741015	Payroll Part Time Wages	102,488	*	104,281	106,106
31,298	0	0	741016	Payroll Part Time Wages - Camp Instructors	43,920	*	44,689	45,471
900	0	0	741020	Other Salaries & Wages	900		900	900
259,537	216,073	179,197	741030	Payroll Benefits	305,840	*	311,200	316,650
15,998	7,553	5,266	741031	Payroll Part Time Benefit	27,085	*	27,560	28,041
6,000	1,974	801	741050	Clothing	6,000		6,000	6,000
1,800	1,807	1,425	741060	Footwear	1,800		1,800	1,800
100	0	0	741080	Employee Meal Allowance	100		100	100
1,215,765	1,040,985	801,716		SUB TOTAL SALARIES, WAGES & BENEFITS	1,442,411	*	0	1,493,979
3,000	2,694	934	7410150	Office Supplies	3,000		3,000	3,000
2,200	540	0	7410155	Program Supplies	2,200		2,200	2,200
15,000	10,490	5,987	7410156	Instructor Fees	15,000		15,000	15,000
9,000	0	3,799	7410157	Camp Supplies	9,000		11,000	11,000
3,100	3,300	2,250	7410175	Internet	3,100		3,100	3,100
9,000	6,231	9,462	7410180	Telephone & Answering Svc	9,000		9,000	9,000
3,000	2,559	700	7410210	Advertising & Promotion	3,000		3,000	3,000
3,750	3,619	2,139	7410230	Photocopier	3,750		3,750	3,750
500	176	0	7410240	Postage & Couriers	500		500	500
5,000	2,661	3,989	7410250	Memberships & Subscrip'ns	5,000		5,000	5,000
6,000	6,098	3,557	7410260	Training & Courses	6,000		10,000	10,000
1,000	0	0	7410270	Travel Expense	1,000		2,000	2,000
0	2,165	0	7410380	Conference & Conventions	1,000	*	4,000	4,000
40,000	61,830	48,121	7410450	Heat	40,000		40,000	40,000
570,000	519,060	281,074	7410460	Utilities	570,000		570,000	575,000
50,000	7,378	0	7410880	Utilities Payback	50,000		50,000	50,000
60,000	44,105	31,380	7410470	Building Maintenance	60,000		60,000	60,000
20,000	11,531	8,508	7410500	Custodial/Cleaning Supplies	20,000		20,000	20,000
12,500	9,860	7,994	7410510	Electrical Repairs	12,500		12,500	12,500
4,500	7,672	2,889	7410520	Plumbing Repairs	4,500		4,500	4,500
100,000	79,941	82,878	7410550	Bldg Maintenance Contracts	90,000		75,000	80,000
12,500	6,433	1,912	7410570	Property Mtce - Landscaping, Grass cutting	12,500		12,500	12,500
60,500	18,805	10,883	7410580	Systems Maint & Repairs	55,000		60,500	61,000
3,000	5,126	154	7410600	Vehicle Maint & Repairs	3,000		3,000	3,100

**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **COMMUNITY CENTRE**

ACCOUNT#: **7410.100**

2021	2020	2021			2022	2022	2023	2024
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	* FINAL APPROVED	FORECAST	FORECAST
1,000	1,598	1,454	7410650	Gasoline	1,000		1,500	2,000
8,500	4,289	2,374	7410670	Other Equipment Purchases	8,500		8,500	8,500
4,000	3,054	3,470	7410680	Other Equip Maint & Rep	4,000		4,000	4,250
1,500	800	1,346	7410691	Equipment Rentals	1,500		1,500	1,500
4,800	0	3,948	7410700	COVID-19 Supplies	4,800		4,800	5,000
0	30,669	12,146	7410830	Consumable Supplies	85,000 *		85,000	87,000
0	2,878	864	7410831	Consumable Supplies - Alcohol	5,000 *		5,000	6,000
0	1,429	0	7410850	Special Events - General	25,000 *		25,000	25,000
6,500	3,565	3,655	7410919	Bank Service Charges	7,500 *		7,500	7,500
3,000	0	791	7410989	SOCAN Recoverable	3,000		3,000	3,000
0	0	0	7410990	Café Rebate	0 *		0	0
-2,500	-50	0	7410991	SOCAN Recoveries	-2,500 *		-2,500	-2,500
-8,500	0	0	7410991	Recoveries - Senior Activity Centre	-8,500 *		-8,500	-8,500
-3,500	0	0	871147410	Recoveries - Grants Wages	-3,500 *		-3,500	-3,500
1,008,350	860,506	538,658		SUB TOTAL MATERIALS	1,109,850 *	0	1,110,850	1,125,400
10,600	10,187	0	7410171	Software Maintenance	7,500		7,700	7,900
0	0	0	NEW	Active Net Software - Transaction Fee	45,000 *		50,000	55,000
0	0	0	7410300	Legal Fees	0		0	0
75,000	42,132	0	7410320	Liability Insurance	85,000 *		89,250	93,730
3,500	1,768	956	7410480	Garbage Removal	3,500		3,500	3,600
0	10,850	0	7410856	Special Project - Gym Floor Repairs	0		0	0
0	0	0	7410858	Special Project - Fire Alarm Replacement	0		0	0
0	0	0	7410859	Special Project - Canteen	3,000 *		0	0
89,100	64,937	956		SUB TOTAL CONTRACTED SERVICES	144,000 *	0	150,450	160,230
8,175	8,175	0	7410930	Transfer to Vehicle Reserve	17,000 *		27,000	27,000
0	42,622	0	7410912	Transfer to Reserve	0		0	0
-150,000	0	0	7410913	Transfer from Northam	-75,000		0	0
-141,825	50,797	0		SUB TOTAL OTHER CHARGES & TRANSFERS	-58,000 *	0	27,000	27,000
2,171,390	2,017,225	1,341,330		TOTAL CCC	2,638,261 *	0	2,756,733	2,806,609

2021-11-16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **COMMUNITY CENTRE**

ACCOUNT#: **7410.100**

STATEMENT OF PURPOSE: To provide multi-purpose facilities for all phases of recreation and cultural activities.	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
PERFORMANCE DATA:	2022	7410156	Instructor Fees	Normal for 2022.
	2022	7410157	Camp Supplies	March break and summer camp.
	2022	7410171	Software Maintenance	Active Net - Annual subscription - \$7,500
	2022	NEW	Transaction Fees	Transaction fee of 3% of sales is payable to Active Net, assumed 1,500,000 in sales - this is due to the software being cloud based and they are hosting and processing the transactions.
	2022	7410210	Advertising/Promotions	Move from paper to more digital advertising platforms. Increased on our in-house advertising capabilities.
	2022	7410250	Memberships & Subscriptions	Cogeco - \$600 MOE - HWIN Membership - \$50 CSTA (Sport Tourism) - \$300 Northumberland News - \$200 Northumberland Sports Council - \$250 MOE - HWIN Membership - \$50 ORFA Membership - \$735 Pro - \$815 TSSA - \$50 Parks & Rec Membership - \$1,950
	2022	7410260	Training & Courses	Mandatory training requirements, due to health and safety priorities.
	2022	7410380	Conferences & Conventions	Conferences and conventions will proceed in 2022.
	2023	NEW	Special Project - Canteen	Purchase to two new cash registers

**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **COMMUNITY CENTRE**

ACCOUNT#: **7410.100**

STATEMENT OF PURPOSE: To provide multi-purpose facilities for all phases of recreation and cultural activities.	HIGHLIGHTS/EXPLANATIONS:			
PERFORMANCE DATA:	YEAR	CODE	OBJECT	DETAILS
	2022	7410550	Building Maintenance Contracts	Alliance Security - Fire System & AED Canadian Industrial - Emergency Lighting Inspections Carmichaels - Boilers Castle Rock Crane & Hoist - Gym BB Nets CIMCO - Ice Plants & Desiccants Corflex - Gym Dividers & Multi-purpose rooms Dimarco Water Solutions - Water Treatment Culligan - R/O and salts Howes Your Yard - snow removal HVAC Systems - air conditioning, boilers Lift Truck & Scissor Lift - annual inspection Peterborough Fire - fire extinguishers Rowley Electric - generator Schindler - elevator Troy - fire alarms & systems TSSA VCI - building automated system controls TJ Window Cleaning - cleaning windows
	2022	7410570	Property Maintenance & Landscaping	General Maintenance - \$12,500
	2022	7410700	COVID Supplies	PPE, Sanitizer and cleaning supplies
	2022	7410580	Systems Maintenance & Repairs	All ammonia, glycol, heating, water systems Funds that are being allocated to address compressor maintenance and mechanical systems repairs as they are reaching the end of lifecycle.
	2022	7410691	Equipment Rentals	Rental of equipment, zoom boom
	2022	7410919	Bank Service Charges	Bank service charges increase due to CCC being open
	2022	7410830	Consumable Supplies	Canteen open.
	2022	7410831	Consumable Supplies - Alcohol	Canteen open.
	2022	7410930	Transfer to Reserve Vehicle	Re-evaluated in 2021 and estimate is \$26,827



**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **SENIORS ACTIVITY CENTRE**

ACCOUNT #: **7420.100**

2021	2020	2021			2022	2022	2023	2024
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	* FINAL APPROVED	FORECAST	FORECAST
0	0	0	8851	Tournaments	-4,000	*	-4,000	-4,000
0	130	0	8852	Active Living Fair	-2,000	*	-2,000	-2,000
-500	-141	17	8853	Recoveries	-500		-500	-500
-25,000	-8,600	-1,832	8854	Membership Fees	-20,000		-34,000	-34,000
0	0	0	8855	Recoveries - Active Living Fair	-2,500	*	-2,500	-2,500
-42,700	-42,700	-32,024	871147420	Provincial Subsidy	-42,700		-42,700	-42,700
-9,100	-9,126	-28,079	871147420	Provincial Subsidy - Special Grant	-9,100		-9,100	-9,100
-10,280	0		871147420	Hello My Name is Wellness Grant	0		0	0
0	0	-24,616	871137420	Federal Grant	0		0	0
0	0	0	87030	Senior Market Building Activity Fee	0		0	0
-87,580	-60,437	-86,534		TOTAL SENIORS ACTIVITY CENTRE REVENUE	-80,800	0	-94,800	-94,800
188,885	158,986	98,398		TOTAL SENIORS ACTIVITY CENTRE EXPENDITURES	241,411	*	0	247,252
101,305	98,549	11,864		NET COST TO TOWN	160,611	*	0	152,452

2021-11-16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **SENIORS ACTIVITY CENTRE**

ACCOUNT #: **7420.100**

2021	2020	2021			2022		2022	2023	2024
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
73,337	75,126	69,654	742010	Payroll Salaries & Wages	90,985	*		92,577	94,197
27,373	16,725	459	742015	Payroll Salaries & Wages Part - Time	40,103	*		40,805	41,519
22,605	22,800	19,616	742030	Payroll Benefits	31,404	*		33,805	36,281
4,790	2,348	1,193	742031	Payroll Benefits Part-Time	7,419	*		8,365	9,342
128,105	116,999	90,922		SUB TOTAL SALARIES, WAGES & BENEFITS	169,911	*	0	175,552	181,339
1,250	0	0	7420150	Office Supplies	1,250			1,250	1,300
5,000	2,306	0	7420155	Program Costs - Supplies	10,750	*		10,750	11,000
15,000	10,605	5,550	7420156	Instructors Fees	26,000	*		26,000	26,000
1,500	1,500	0	7420180	Telephone & Internet Services	1,500			1,500	1,550
2,500	2,052	0	7420210	Advertising & Promotions	2,500			2,500	2,500
600	449	350	7420250	Memberships & Subscrip'ns	600			600	600
1,000	829	0	7420260	Training & Courses	1,000			1,000	1,000
650	0	0	7420270	Travel Expense	650			650	650
0	0	0	7420380	Conferences & Conventions	1,500	*		1,500	1,500
15,000	15,000	0	7420460	Utilities	15,000			15,000	15,000
1,000	0	0	7420700	COVID-19 Supplies	1,000			1,000	1,100
3,500	4,202	0	7420590	Repair & Maintenance	3,500			3,500	3,600
0	0	0	7420850	Special Project - Active Living Fair	2,500	*		2,500	2,500
10,280	2,467	204	7420854	Special Project - Hello My Name	0			0	0
0	0	1,372	7420856	Special Project - Seniors Book Club	0			0	0
57,280	39,410	7,476		SUB TOTAL MATERIALS	67,750	*	0	67,750	68,300
3,500	2,577	0	7420320	Insurance	3,750	*		3,950	4,150
3,500	2,577	0		SUB TOTAL CONTRACTED SERVICES	3,750	*	0	3,950	4,150
188,885	158,986	98,398		TOTAL SENIORS ACTIVITY CENTRE	241,411	*	0	247,252	253,789

2021-11-16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **SENIORS ACTIVITY CENTRE**

ACCOUNT#: 7420.100

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
PERFORMANCE DATA:	2022	8851	Tournament	Will be hosting tournaments in 2022.
	2022	8852	Registration	Due to COVID-19 the active living fair funding will be available
	2022	8853	Recoveries	General recoveries for the centre.
	2022	8854	Membership Fees	Reduced due to drop in membership with COVID-19
	2022	871147420	Provincial Subsidy	MOHLC Annual Grant
	2022	871147420	Provincial Grant - Special	Applied for \$9,100 for program assistant
	2022	7420155	Program Supplies	Decrease in programs will result in decrease of program supplies due to COVID-19.
	2022	7420156	Instructor Fees	Lower class capacity and fewer classes being provided. Plan to increase class capacity/number of classes when able.
	2022	7420380	Conferences & Conventions	Will be attending conferences in 2022 if possible.
	2022	7420700	COVID Supplies	PPE, Sanitizer and cleaning supplies

**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

**CULTURE AND COMMUNITY SERVICES SUMMARY**

FUNCTION	2021 BUDGET	2021 YTD	2022 DEPT REQUEST	%	2022 FINAL APPROVED	%	2023 FORECAST	2024 FORECAST
<b>CULTURAL ADMINISTRATION</b>	60,965	18,488	0	(100.0)	0	(100.0)	0	0
<b>CONCERT BAND</b>	20,150	18,404	20,350	1.0	0	(100.0)	20,500	20,650
<b>MARKET BUILDING</b>								
MARKET BUILDING EXP.	18,500	5,784	18,700	1.1	0	(100.0)	18,800	19,400
MARKET BUILDING REV.	-11,000	0	-10,000	(9.1)	0	(100.0)	-20,000	-20,000
NET MARKET BUILDING	7,500	5,784	8,700	16.0	0	(100.0)	-1,200	-600
<b>ART GALLERY</b>								
ART GALLERY EXP.	150,000	112,500	175,000	16.7	0	(100.0)	175,000	175,000
ART GALLERY REV.	0	0	0	-	0	-	0	0
NET ART GALLERY	150,000	112,500	175,000	16.7	0	(100.0)	175,000	175,000
<b>CONCERT HALL</b>								
CONCERT HALL EXP.	0	135,811	386,096	-	0	-	509,511	522,992
CONCERT HALL REV.	0	-300	-181,050	-	0	-	-181,050	-181,050
NET CONCERT HALL	0	135,511	205,046	-	0	-	328,461	341,942
<b>COMMUNITY GRANTS</b>	28,681	16,194	30,000	4.6	0	(100.0)	0	0
<b>CIVIC AWARDS</b>	0	4,633	0	0.0	0	0.0	0	0
<b>SPECIAL EVENTS DEPT</b>	255,650	131,979	283,956	11.1	0	(100.0)	339,097	350,654
<b>LIBRARY</b>								
GRANT	899,700	899,700	935,214	3.9	0	(100.0)	951,000	963,000
FACILITIES	33,000	57,079	32,000	(3.0)	0	(100.0)	32,000	32,000
NET LIBRARY	932,700	956,779	967,214	3.7	0	(100.0)	983,000	995,000
<b>TOTAL CULTURE &amp; COMMUNITY</b>								
TOTAL EXPENDITURES	1,466,646	1,400,572	1,881,316	28.3	0	(100.0)	2,045,908	2,083,696
TOTAL REVENUE	-11,000	-300	-191,050	1636.8	0	(100.0)	-201,050	-201,050
NET CULTURE & COMMUNITY	1,455,646	1,400,272	1,690,266	16.1	0	(100.0)	1,844,858	1,882,646
LIBRARY LONG TERM DEBT	-40,000	0	-40,000	0.0	0	(100.0)	-40,000	-40,000

\*\* Detail in Long Term Debt Charges Section

**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

COMMITTEE: **CULTURE & COMMUNITY**

FUNCTION/ACTIVITY: **CULTURAL ADMIN**

ACCOUNT#: 7000.100

2021	2020	2021			2022		2022	2023	2024
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
42,090	54,873	13,004		700010 Payroll Salaries & Wages					
13,525	15,563	5,484		700030 Payroll Benefits					
55,615	70,436	18,488		SUB TOTAL SALARIES, WAGES & BENEFITS	0		0	0	0
4,000	803	0		7000150 Administrative Expenses					
600	0	0		7000180 Telephone Services					
750	450	0		7000270 Travel Expense					
0	7,042	0		7000850 Special Project - Cultural Master Plan					
0	0	0		7000851 LAV III Monument					
0	0	0		7000852 Special Project - Victoria Hall 160th		*			
0	0	0		7000913 Recoveries - Federal Gas Tax					
5,350	8,295	0		SUB TOTAL MATERIALS	0		0	0	0
60,965	78,731	18,488		TOTAL CULTURAL ADMIN	0		0	0	0

\*\*\* Combined with Concert Hall #7500

**TOWN OF COBOURG**  
**2022 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **CULTURE & COMMUNITY**

FUNCTION/ACTIVITY: **CULTURAL ADMIN**

ACCOUNT#: 7000.100

[illegible]

**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

COMMITTEE: **CULTURE & COMMUNITY**

FUNCTION/ACTIVITY: **CONCERT BAND**

ACCOUNT#: **7660.100**

2021	2020	2021			2022		2022	2023	2024
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
1,500	1,352	729	7660450	Heat	1,600	*		1,700	1,800
1,350	1,510	1,475	7660460	Utilities	1,350			1,350	1,350
0	2,396	0	7660570	Property Improvements	0			0	0
2,850	5,258	2,204		SUB TOTAL MATERIALS	2,950	*	0	3,050	3,150
1,100	767	0	7660320	Liability Insurance	1,200	*		1,250	1,300
1,100	767	0		SUB TOTAL MATERIALS	1,200	*	0	1,250	1,300
16,200	16,200	16,200	7660940	Grants & Transfers	16,200			16,200	16,200
16,200	16,200	16,200		SUB TOTAL OTHER CHARGES & TRANSFERS	16,200		0	16,200	16,200
20,150	22,225	18,404		TOTAL CONCERT BAND	20,350		0	20,500	20,650

2021-11-16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **CULTURE & COMMUNITY**

FUNCTION/ACTIVITY: **CONCERT BAND**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
Aid in funding the Cobourg Concert Band.	2022	7660450	Heat	Band building located at 612 D'Arcy St
	2022	7660460	Utilities	Band building located at 612 D'Arcy St
	2022	7660570	Property Improvements	No building improvements requested this year.
<b>PERFORMANCE DATA:</b>  Band provides many musical services to the citizens (parades, concerts, etc.) with no fees charged.				



**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

COMMITTEE: **CULTURE & COMMUNITY**

FUNCTION/ACTIVITY: **MARKET BUILDING**

ACCOUNT#: **7630.100**

2021	2020	2021			2022		2022	2023	2024
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
500	459	386	7630180	Telephone Expense	500			500	500
5,500	4,163	3,466	7630460	Heat / Utilities	5,500			5,500	5,500
10,000	1,557	1,932	7630470	Building Maintenance	10,000			10,000	10,000
1,000	198	0	7630570	Property Improvements	1,000			1,000	1,500
0	0	0	7630850	Special Project - New Chairs	0			0	0
17,000	6,377	5,784		SUB TOTAL MATERIALS	17,000		0	17,000	17,500
1,500	1,023	0	7630320	Liability Insurance	1,700	*		1,800	1,900
1,500	1,023	0		SUB TOTAL OTHER CHARGES & TRANSFERS	1,700	*	0	1,800	1,900
18,500	7,400	5,784		TOTAL MARKET BUILDING	18,700		0	18,800	19,400
-11,000	-16,445	0	87029	Market Building Revenue	-10,000			-20,000	-20,000
-11,000	-16,445	0		TOTAL MARKET BUILDING REVENUE	-10,000		0	-20,000	-20,000
7,500	-9,045	5,784		NET TO TOWN MARKET BUILDING	8,700	*	0	-1,200	-600

2021-11-16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **CULTURE & COMMUNITY**

FUNCTION/ACTIVITY: **MARKET BUILDING**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
To fund utilities, expenditures, service and maintain furnace. Purchase of minor supplies and insurance.	2022	7630180	Telephone Expense	All accounts to remain the same as the building bookings are consistent over the next few years - Farmer's Market, Seniors, Dog School, etc. Rates to increase and will only reflect a minor increase in the budget.
		7630320	Liability Insurance	
		7630460	Heat / Utilities	
<b>PERFORMANCE DATA:</b>  Centre during the week, the Farmer's Market on Saturdays and outside rentals in the remainder of the time. The facility is open 7 days per week. No cost to rent for seniors.	2022	7630470	Building Maintenance	The building is currently cleaned by town staff five to six days a week and if additional cleaning is required the user groups and charged back.
		7630570	Property Improvements	
	2022	87029	Market Building Revenue	Legislative Services responsible for the booking, processing fees, sign contracts, and correspond with rental parties. Maintenance Dept. is on call 24/7 for fire systems. Reduction in revenue projected for 2022 hoping revenue will resume in second half of year.

**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

COMMITTEE: **CULTURE & COMMUNITY**

FUNCTION/ACTIVITY: **ART GALLERY**

ACCOUNT#: **7640.100**

2021	2020	2021			2022		2022	2023	2024
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
150,000	215,000	112,500	7640940	Grants & Transfers	175,000	*		175,000	175,000
0	-45,000	0	7640913	Recoveries - Holdco	0			0	
150,000	170,000	112,500		SUB TOTAL OTHER CHARGES & TRANSFERS	175,000	*	0	175,000	175,000
0	-45,000	0	87085	Art Gallery Rent	0			0	0
150,000	125,000	112,500		TOTAL ART GALLERY COST TO TOWN	175,000	*	0	175,000	175,000

2021-11-16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **CULTURE & COMMUNITY**

FUNCTION/ACTIVITY: **ART GALLERY**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
<p>To promote and provide access to art and related programs as a community gallery and as a National centre for the enjoyment of the people of Northumberland. To serve as a repository for objects of significant artistic and historical significance, to foster interest in the Arts and to serve as a cultural resource centre.</p> <p><b>PERFORMANCE DATA:</b></p>	2022	7640940	Grants & Transfers	Grant towards operating costs of the AGN

**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

COMMITTEE: **CULTURE & COMMUNITY**

FUNCTION/ACTIVITY: **CONCERT HALL/CULTURAL - REVENUE**

ACCOUNT#: **886**

2021	2020	2021			2022		2022	2023	2024
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
0	2,325	-200	8861	Wedding Rentals	-25,000	*		-25,000	-25,000
0	-2,361	0	8862	Bar Receipts	-60,000	*		-60,000	-60,000
0	0	0	8863	Specials Productions	-18,000	*		-18,000	-18,000
0	-2,755	0	8864	Box Office Service Fees	-25,000	*		-25,000	-25,000
0	-153	0	8866	Event Service Rentals	-13,000	*		-13,000	-13,000
0	0	0	8869	Meeting Rentals	-700	*		-700	-700
0	-1,917	-100	88610	Concert / Theatre Rentals	-35,000	*		-35,000	-35,000
0	-625	0	88611	Banquet / Fundraiser Rentals	-1,200	*		-1,200	-1,200
0	-100	0	88612	Other Rentals	-750	*		-750	-750
0	0	0	88613	Citizen's Forum Rentals (Cabaret / Other)	-1,500	*		-1,500	-1,500
0	-59	0	88815	Bottle Returns	-500	*		-500	-500
0	105	0	88816	Gift Certificates	-400	*		-400	-400
0	-5,540	-300		TOTAL CONCERT HALL REVENUES	-181,050	*	0	-181,050	-181,050
0	168,430	135,811		TO CONCERT HALL EXPENDITURES	386,096		0	509,511	522,992
0	162,890	135,511		NET COST OF CONCERT HALL	205,046		0	328,461	341,942

2021-11-16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **CULTURE & COMMUNITY**

FUNCTION/ACTIVITY: **CONCERT HALL/CULTURAL - REVENUE**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
To provide the Town of Cobourg with a cultural facility for the community and professional groups. To provide banquet facilities and community meeting rooms.				Concert Hall to re-open in 2022. Used same budget as 2020
	2022	8861	Wedding Rentals	Revenue collected for weddings
PERFORMANCE DATA:	2022	8862	Bar Receipts	Revenue collected from bar at weddings and events
	2022	8863	Special Productions	Special productions
	2022	8864	Box Office Service Fees	All tickets sold through box office are charged fees for the service. Online ticket sales and mail-out of tickets are also charged for this service to the consumer.
	2022	8886	Event Service Rentals	Each of these rentals are based on the specific type of rental. Theatre rentals brings in the most. Event Service rentals are for things such as chairs, tables, easels, special lighting etc
		8868	Meeting Rentals	
		88610	Concert / Theatre Rentals	
		88611	Banquet / Fundraising Rentals	
		88612	Other Rentals	
		88615	Bottle Returns	Tracking of bottle returns
		88616	Gift Certificates	Tracking of gift certificates sold - to be marketed in 2022

**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

COMMITTEE: **CULTURE & COMMUNITY**

FUNCTION/ACTIVITY: **CONCERT HALL / CULTURAL**

ACCOUNT#: **7500.100**

2021	2020	2021		2022		2022	2023	2024	
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	* FINAL APPROVED	FORECAST	FORECAST	
0	109,026	93,106	750010	Payroll Salaries & Wages	188,280	*	273,889	278,682	
0	5,498	6,974	750011	Payroll Salaries & Wages - Overtime	6,000	*	7,041	7,164	
0	2,595	0	750012	Payroll Standby	10,200	*	10,378	10,560	
0	403	0	750015	Payroll Part Time Wages	9,583	*	9,750	9,921	
0	1,414	110	750072	Payroll Bar Staff Wages	4,200	*	4,274	4,348	
0	31,858	26,941	750030	Payroll Benefits	70,033	*	107,054	114,856	
0	108	0	750032	Payroll Part Time Benefit	2,550	*	2,875	3,211	
0	234	234	750060	Footwear	250	*	250	250	
0	80	34	750080	Meal Allowance	100	*	100	100	
0	151,216	127,399		SUB TOTAL SALARIES, WAGES & BENEFITS	291,196	*	0	415,611	429,092
0	36	0	7500150	Office Supplies	2,000	*	2,500	2,500	
0	1,771	1,121	7500181	Telephone - Cellular	1,600	*	1,600	1,600	
0	3,857	639	7500210	Advertising & Promotions	7,500	*	6,000	6,000	
0	256	2	7500230	Photocopier Expenses	1,000	*	1,000	1,000	
0	880	13	7500240	Postage & Couriers	1,500	*	1,500	1,500	
0	185	0	7500260	Training & Courses	1,000	*	1,000	1,000	
0	0	0	7500270	Travel Expense	1,000	*	1,000	1,000	
0	0	0	7500700	COVID Suppliers	1,000	*	1,000	1,000	
0	2,416	2,539	7500590	Other Maint & Repairs	9,600	*	9,600	9,600	
0	225	223	7500670	Other Equipment Purchases	6,700	*	6,700	6,700	
0	0	0	7500800	Special Events - Sponsored Events	15,000	*	15,000	15,000	
0	0	0	7500830	Consumables Supplies - Bar	700	*	700	700	
0	232	0	7500831	Consumables - Non-alcohol purchase	2,800	*	2,800	2,800	
0	1,145	1,028	7500832	Consumables - Beer Purchases	6,000	*	6,000	6,000	
0	833	1,577	7500833	Consumables - Wine / Liquor Purchases	13,000	*	13,000	13,000	
0	5,378	1,270	7500919	Bank Service Charges	12,000	*	12,000	12,000	
0	0	0	7500991	Recoveries	0		0	0	
0	0	0		Federal Grant - COVID-19 Office Retrofit	0		0	0	
0	17,214	8,412		SUB TOTAL MATERIALS	82,400	*	0	81,400	81,400
0	0	0	7500701	COVID Contracts	2,500	*	2,500	2,500	
0	0	0 NEW		Software Maintenance	10,000	*	10,000	10,000	
0	0	0		SUB TOTAL CONTRACTED SERVICES	12,500	*	0	12,500	12,500
0	168,430	135,811		TOTAL CONCERT HALL FACILITIES	386,096	*	0	509,511	522,992

**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **CULTURE & COMMUNITY**

FUNCTION/ACTIVITY: **CONCERT HALL / CULTURAL**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
<p>To provide the Town of Cobourg with a cultural facility for community and professional groups. To provide banquet facilities and community meeting rooms.</p> <p><b>PERFORMANCE DATA:</b></p>				<b>Concert Hall re-opening in 2022. Combined with Cultural Admin - Pg 236 - 238</b>
	2022	750012/15	Payroll Salaries & Wages	Contractual Obligations
	2022	750011	Payroll Overtime	Reflects the overtime required to run box office and facility 7 days a week for shows, set-up, weddings
	2022	7500150	Office Supplies	Office supplies including ticket stock
	2022	7500210	Advertising and Promotions	Increase in advertising due to re-opening in 2022.
	2022	7500240	Postage and Couriers	Email newsletters to reduce postage charges
	2022	7500670	Other Equipment Purchases	Consumable supplies for lighting and set-ups, wires required for technical products (screen gels and gobos)
	2022	NEW	Software Maintenance	Servers are outdated and this is to move the servers to our data centre for hosting.



**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

COMMITTEE: **CULTURE & COMMUNITY**

FUNCTION/ACTIVITY: **SPECIAL EVENTS**

ACCOUNT#: **7100.100**

2021	2020	2021			2022		2022	2023	2024
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
147,403	149,388	90,448	710010	Payroll Salaries & Wages	132,815			145,700	148,251
3,036	1,655	288	710011	Payroll Overtime	3,213	*		4,581	4,660
4,700	0	0	710015	Payroll Part-time Wages	4,700			4,700	4,700
41,288	43,458	29,347	710030	Payroll Benefits	41,458			48,752	52,663
823	0	0	710031	Payroll Part-time Benefits	870	*		964	980
600	0	0	710050	Clothing	600			600	600
197,850	194,501	120,083		SUB TOTAL SALARIES, WAGES & BENEFITS	183,656		0	205,297	211,854
400	73	159	7100150	Office Supplies	400			400	400
1,500	674	458	7100180	Telephone	1,500			1,500	1,500
5,000	2,583	480	7100210	Advertising & Promotion	4,000			6,500	6,500
500	69	0	7100220	Printing	500			500	500
100	0	0	7100240	Postage	100			100	100
1,100	561	0	7100250	Membership & Subscrip'ns	1,100			1,100	1,100
200	0	126	7100260	Training & Courses	200			200	200
1,500	115	0	7100270	Travel Expense	1,500			1,500	1,500
2,500	565	0	7100380	Conferences & Conventions	2,500			2,500	2,500
4,000	0	0	7100850	Sp Project - First Night	4,000			4,000	4,000
1,500	2,250	0	7100851	Sp Project - Movies in the Park	5,500	*		5,500	5,500
5,000	1,888	1,962	7100852	Sp Project - Sandcastle Festival	5,000			25,000	30,000
30,000	29,078	5,407	7100853	Sp Project - Christmas Magic Downtown Lights	30,000			30,000	30,000
30,000	22,612	0	7100853	Sp Project - Christmas Magic Other	30,000			30,000	30,000
4,000	0	2,585	7100854	Sp Project - Winter Festival	4,000			4,000	4,000
2,000	0	4,775	7100860	Sp Project - Street Pianos/Painted Picnic Tables	5,000	*		5,000	5,000
0	4,352	94	7100861	Sp Project - Canada Day Celebrations	29,000	*		30,000	30,000
0	0	0	7100862	Sp Project - Family Day in Cobourg	1,000	*		1,000	1,000
3,000	1,097	0	7100863	Sp Project - Christmas Market	3,000			3,000	3,000
2,000	4,072	0	7100870	Sp Project - Cobourg Santa Claus Parade	5,000	*		5,000	5,000
25,000	0	0	7100866	Sp Project - Special Event	0			25,000	25,000
119,300	69,989	16,046		SUB TOTAL MATERIALS	133,300	*	0	181,800	186,800

2021-11-16

\*Indicates increase over previous year

**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

COMMITTEE: **CULTURE & COMMUNITY**

FUNCTION/ACTIVITY: **SPECIAL EVENTS**

ACCOUNT#: **7100.100**

2021	2020	2021			2022		2022	2023	2024
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
0	311	0	7100867	Transportation - Community Events	3,500	*		3,500	3,500
0	0	0	7100868	Port-a-Potties - Community Events	0			3,500	3,500
2,000	0	0	7100869	Garbage Removal - Community Events	10,000	*		17,500	17,500
2,000	311	0		SUB TOTAL CONTRACTED SERVICES	13,500	*	0	24,500	24,500
-16,000	-20,173	0	87086	Recoveries	-13,000			-13,000	-13,000
-5,000	-950	-4,150	87087	Recoveries - Event Permit Fee	-11,000			-12,000	-12,000
-1,500	0	0	87090	Recoveries - Wedding Ceremonies	-1,500			-1,500	-1,500
0	0	0	87098	User Fees	0			0	0
-25,000	0	0	87099	Recoveries - Special Event	0			-25,000	-25,000
-16,000	0	0	87086	Recoveries - DBIA Christmas Lights	-16,000			-16,000	-16,000
0	0	0	871147100	Recoveries - Provincial Grant	0			0	0
0	-5,000	0	871137100	Recoveries - Federal Grant	-5,000			-5,000	-5,000
-63,500	-26,123	-4,150		TOTAL REVENUE	-46,500		0	-72,500	-72,500
255,650	238,678	131,979		TOTAL SPECIAL EVENTS DEPT	283,956	*	0	339,097	350,654

# TOWN OF COBOURG 2022 OPERATING BUDGET ESTIMATES

## BUDGET JUSTIFICATION

COMMITTEE: **CULTURE & COMMUNITY**

FUNCTION/ACTIVITY: **SPECIAL EVENTS DEPT**

STATEMENT OF PURPOSE: To provide the Town of Cobourg with a Special Event Department including staff and resource responsible for organizing and coordinating all aspects of Town events and to act as a liaison with all community events. To provide economic and community impact reports.	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
<b>PERFORMANCE DATA:</b>  An annual costing report on all events is provided each year. Evaluations will be completed on Town events to provide community and economic impact results and figures.	2022	7100210	Advertising & Promotions	Increased budget to better promote activities to members of the community, and there will be increased events
	2022	7100250	Memberships & Subscriptions	Festivals and Events Ontario - \$500 IFEA (International Festivals and Events Association) - \$600
	2022	7100851	Movies on the Beach	3 movies on the beach over the course of the summer
	2022	7100853	Christmas Magic - Downtown Lights	\$30,000 - Downtown Lights - 3 year contract 2020 - 2022
	2022	7100853	Christmas Magic - Other	Christmas Lights in Rotary Waterfront Park and Victoria Park.
	2022	7100860	Street Pianos/Art Installation	Bring back the revamped street piano program that will help us promote local artists and achieve goals of the Cultural Master Plan.
	2022	7100863	Christmas Market - Lighting Up Event	Community event leading up to the unveiling of Christmas Magic. Budget covers cost of glow sticks, sponsorship to Habitat for Humanity gingerbread house competition and appearance by Santa. Increased due to additional lights in the north end of the park.
	2022	7100867	Transportation Special Events	Shuttles for Waterfront Festival weekend to reduce parking and traffic in the downtown Cobourg area.
	2023/2024	7100868	Port-A-Potties Special Events	To alleviate the demand of the Sandcastle Festival on the existing washrooms, extra portable toilets will be out on the beach.
	2022	7100869	Garbage Removal Special Events	Garbage removal during Waterfront Festival

**TOWN OF COBOURG  
2022 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **CULTURE & COMMUNITY**

FUNCTION/ACTIVITY: **SPECIAL EVENTS DEPT**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
To provide the Town of Cobourg with a Special Event Department including staff and resource responsible for organizing and coordinating all aspects of Town events and to act as a liaison with all community events. To provide economic and community impact reports.	2022	87086	Recoveries	Grants, sponsorships
	2022	87087	Recoveries - Event Permit Fee	Permit fees from third party approved events
	2022	87090	Wedding Ceremonies	Wedding ceremonies that take place on Town property are permitted through the Community Events application.
<b>PERFORMANCE DATA:</b>  An annual costing report on all events is provided each year. Evaluations will be completed on Town events to provide community and economic impact results and figures.				