

TOWN OF COBOURG
2021 OPERATING BUDGET ESTIMATES

PUBLIC WORKS SUMMARY

FUNCTION	2020 BUDGET	2020 YTD	2021 DEPT REQUEST	%	2021 FINAL APPROVED	%	2022 FORECAST	2023 FORECAST
ENGINEERING								
ADMINISTRATION	263,168	217,487	191,253	(27.3)	0	(100.0)	299,368	336,149
GIS	184,557	175,831	190,282	3.1	0	(100.0)	196,579	200,195
SUB TOTAL	447,725	393,318	381,535	(14.8)	0	(100.0)	495,947	536,344
PUBLIC WORKS								
ADMINISTRATION	2,294,767	1,538,224	2,379,307	3.7	0	(100.0)	2,560,610	2,736,828
ROADS - GENERAL	311,750	539,897	367,650	17.9	0	(100.0)	389,150	380,650
ROADS - WINTER	160,500	259,351	160,500	0.0	0	(100.0)	166,500	172,500
SUB TOTAL	2,767,017	2,337,472	2,907,457	5.1	0	(100.0)	3,116,260	3,289,978
SIDEWALKS	49,500	210,857	62,875	27.0	0	(100.0)	63,875	64,875
ENG & PUBLIC WORKS EXP	3,264,242	2,941,647	3,351,867	2.7	0	(100.0)	3,676,082	3,891,197
ENG & PUBLIC WORKS REV	0	0	0	-	0	-	0	0
NET ENG & PUBLIC WORKS	3,264,242	2,941,647	3,351,867	2.7	0	(100.0)	3,676,082	3,891,197
CROSSING GUARDS	77,999	46,281	79,520	2.0	0	(100.0)	80,878	82,258
STREET LIGHTS	309,300	196,518	266,870	(13.7)	0	(100.0)	264,440	262,010
TRANSIT								
EXPENSES	1,082,569	880,817	1,259,685	16.4	0	(100.0)	1,277,445	1,296,200
REVENUE	-328,000	-33,330	-316,147	(3.6)	0	(100.0)	-329,500	-329,500
NET TRANSIT	754,569	847,487	943,538	25.0	0	(100.0)	947,945	966,700
TOTAL EXPENSES	4,734,110	4,065,263	4,957,942	4.7	0	(100.0)	5,298,845	5,531,665
TOTAL REVENUES	-328,000	-33,330	-316,147	(3.6)	0	(100.0)	-329,500	-329,500
NET TO TOWN	4,406,110	4,031,933	4,641,795	5.3	0	(100.0)	4,969,345	5,202,165
 ROADS - DEBT CHARGES	 512,700	 536,014	 608,800	 18.7	 0	 (100.0)	 608,800	 352,000
** Detail in Long Term Debt Charges Section								

TOWN OF COBOURG
2021 OPERATING BUDGET ESTIMATES

TRANSPORTATION SUMMARY

FUNCTION	2020 BUDGET	2020 YTD	2021 DEPT REQUEST	%	2021 FINAL APPROVED	%	2022 FORECAST	2023 FORECAST
PARKING								
EXPENDITURES	529,925	161,167	554,497	4.6		0 (100.0)	561,136	566,166
REVENUES	-687,500	-118,309	-662,750	(3.6)		0 (100.0)	-682,250	-747,000
TO PARKING RESERVE	-157,575	42,858	-108,253	(31.3)		0 (100.0)	-121,114	-180,834

TOWN OF COBOURG

2021 OPERATING BUDGET ESTIMATES

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **ENGINEERING ADMINISTRATION**

ACCOUNT#: **3000.005**

2020	2019	2020			2021		2021	2022	2023
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
211,752	150,039	210,680	300510	Payroll Salaries & Wages	219,231	*		223,357	227,554
0	1,731	809	300511	Payroll - Overtime	0	*		0	0
0	909	0	300512	Payroll - Standby	0	*		0	0
72,727	49,134	58,135	300530	Payroll Benefits	72,251			78,485	84,907
1,830	978	1,138	300550	Clothing	1,785			1,485	1,785
935	522	928	300560	Footwear	710			710	710
287,244	203,313	271,690		SUB TOTAL SALARIES, WAGES & BENEFITS	293,977	*	0	304,037	314,956
1,000	163	788	3005150	Office Supplies	1,000			1,100	1,200
2,000	0	2,078	3005160	Office Equipment Purchase	1,000			1,000	1,000
1,000	877	965	3005180	Telephone & Answering Svc	1,000			2,000	2,000
500	0	0	3005210	Advertising	500			500	500
1,000	1,493	789	3005220	Printing	1,000			1,000	1,000
3,000	2,780	1,827	3005230	Photocopier Expenses	3,000			3,000	3,000
1,000	0	0	3005231	Accessibility Expenses	0			0	0
2,000	2,183	609	3005240	Postage & Couriers	2,000			2,000	2,000
1,900	2,831	4,250	3005250	Memberships & Subscrip'ns	2,100	*		2,100	2,800
5,000	1,427	1,754	3005260	Training & Courses	2,500			5,000	5,000
1,800	400	427	3005270	Travel Expense	500			500	500
0	0	0 NEW		COVID Supplies	600			0	0
0	14,947	0	3005851	Sp Project - Downtown Christmas Lights	0			0	0
-9,876	-9,694	-9,876	3005955	Building Dept. - Indirect Costs	-10,024			-10,174	-10,327
0	2,112	0	3005853	Sp Project - Accessibility	0			0	0
25,000	0	0	3005854	Sp Project - Brook Creek Flood Reduction	0			0	0
0	0	0	3005855	Sp Project - Massey Creek EA Renewal	5,000	*		0	0
0	0	0	3005856	Sp Project - Transportation Master Plan	0			75,000	0
0	0	0	3005857	Sp Project - Kerr St Environmental Assessment	0			0	100,000
35,324	19,519	3,611		SUB TOTAL MATERIALS	10,176		0	83,026	108,673
0	0	0 NEW		Software Maintenance	1,500			1,500	1,500
1,500	3,310	0	3005300	Legal Fees / Consultant	1,500			1,500	1,500
4,100	4,000	3,628	3005320	Liability Insurance	4,100			4,305	4,520
5,000	0	3,239	3005360	Engineering Consultant	5,000			5,000	5,000
10,600	7,310	6,867		SUB TOTAL CONTRACTED SERVICES	12,100	*	0	12,305	12,520
-70,000	-95,008	-64,681	87073	Recoveries - Engineering Review Fees	-125,000			-100,000	-100,000
-70,000	-95,008	-64,681		SUB TOTAL REVENUE	-125,000		0	-100,000	-100,000
263,168	135,134	217,487		TOTAL ENGINEERING ADMINISTRATION	191,253		0	299,368	336,149

TOWN OF COBOURG
2021 OPERATING BUDGET ESTIMATES

BUDGET JUSTIFICATION

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **ENGINEERING ADMINISTRATION**

ACCOUNT #: **3000.05**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
The Engineering Office provides administration functions for the Environmental and Transportation sections as well as administration of subdivision construction, transportation and traffic studies, road reconstruction/capital projects and street trees.	2021	300550	Clothing	2021: 4 staff x \$421, 1 x \$100
	2021	300560	Footwear	2 x \$225 + 2 x \$130
	2021	3005210	Advertising & Promotions	Public meetings, job ads
PERFORMANCE DATA:	2021	3005240	Postage & Couriers	Postage allocated from Legislative Services Mail outs for public meetings
	2021	3005250	Memberships & Subscriptions	OACETT - \$300 x 3 Professional Engineers - \$225 x 2 MEA - \$150 Auto Cad Lite - \$600
	2021	3005260	Training & Courses	TRIECA, MEA, OGRA - Eng related courses/conferences
	2021	NEW	Software Maintenance	Annual software licence for Bluebeam to allow for digital development review, edit and commenting
	2021	3005300	Legal Fees / Consultant	Contract review
	2021	3005360	Engineering Consultant	Incidental engineering not tagged to a capital project.
	2021	NEW	COVID Supplies	Zoom accounts (3)
	2021	3005855	Sp Project - Massey Creek Flood Reduction Study - EA Renewal	The Massey Creek Flood reduction study EA was filed in 2011 and must be renewed within 10 years.
	2022	3005856	Sp Project - Transportation Master Plan	Due to deferral of several other studies / capital projects in 2020 not enough resources to commit to completing this update in 2021.
	2023	3005857	Sp Project - Kerr Street EA	Property acquisitions required prior to this study moving forward. Defer until after 2023.

**TOWN OF COBOURG
2021 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PUBLIC WORKS** FUNCTION/ACTIVITY: **GIS DEPARTMENT** ACCOUNT #: **3000.008**

2020	2019	2020			2021		2021	2022	2023
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
65,933	64,918	62,524	300810	Payroll Salaries & Wages	66,739			67,874	69,028
1,000	9,439	0	300815	Student Payroll Salaries & Wages	2,000	*		2,000	2,000
19,000	16,405	16,187	300830	Payroll Benefits	19,691	*		23,435	25,231
0	908	0	300831	Student Benefits	0			0	0
100	0	0	300850	Clothing	175	*		100	175
130	0	117	300860	Footwear	130			130	130
86,163	91,670	78,828		SUB TOTAL SALARIES, WAGES & BENEFITS	88,735	*	0	93,539	96,564
98,840	95,325	93,713	3008170	Software Purchase / Maintenance	101,580	*		102,160	102,840
11,400	9,401	9,378	3008172	Hardware Maintenance / Server Hosting	9,500			9,500	9,500
1,900	998	0	3008220	Printing	2,550	*		2,700	2,850
2,500	9	0	3008260	Training & Courses	1,500			2,500	2,500
500	226	31	3008270	Mileage	500			500	500
500	0	0	3008851	Special Project - Air Photos	500			500	500
-5,746	-5,641	-5,746	3008955	Building Dept. - Indirect Costs	-5,833			-5,920	-6,009
0	0	0	3008993	Recoveries - Past Capital Budget	0			0	0
0	0	0	3008995	Recoveries - Chargeback Developers	0			0	0
-7,500	-7,500	0	3008170	Recoveries - Building PLL Portion	-7,650			-7,800	-7,950
102,394	92,818	97,376		SUB TOTAL MATERIALS	102,647		0	104,140	104,731
-500	-2,340	-373	87074	Recoveries - Maps	-100			-100	-100
-3,500	-3,188	0	87075	Recoveries - LUSI	-3,500			-3,500	-3,500
0	0	0 NEW		Transfer to Reserve	2,500			2,500	2,500
-4,000	-5,528	-373		SUB TOTAL REVENUE	-1,100	*	0	-1,100	-1,100
184,557	178,960	175,831		TOTAL GIS DEPARTMENT	190,282	*	0	196,579	200,195

2020-12-21

*Indicates increase over previous year

**TOWN OF COBOURG
2021 OPERATING BUDGET ESTIMATES**

BUDGET JUSTIFICATION

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **GIS DEPARTMENT**

ACCOUNT #: **3000.008**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
<p>GIS is a corporate service which all departments benefit from through in house base mapping, mapping of assets and thematic datasets, web maps, hard copy maps, data queries, data analysis, and reporting.</p> <p>PERFORMANCE DATA:</p>	2021	300815	Part-time Wages	The Town hires County GIS staff for 4 weeks in order for us to split up collection of data both in the spring/fall and stay more up to date, year round. County investigating the purchase of a drone in 2021 which Town can utilize with additional time required for County field technician.
	2021	3008170	Software Purchase / Maintenance	ESRI maintenance - \$32,680 (new term 2021-2023) Maintenance Contingency - \$500 Annual licensing Cityworks AMS/PLL increasing to \$60,600/yr + 7,800 (SR API) - year 2 of 3 yr term Citiworks PLL centralizes the Town's spatial processes within GIS. Public Works, Parks, Forestry, Building & Planning processes are digitized and consolidated into GIS which strengthens our collective reporting, analysis and communicative capabilities.
	2021	3008172	Hardware Maintenance / Server Hosting	\$9,400/yr for server hosting at Simnet data centre plus contingency; \$100 data plan
	2021	3008220	Printing	Costs of ink wells have substantially increased, typically need 2 sets per year. Full size printing for all departments requires 10 rolls of paper. New print head in 2021 will be \$650, need one set per year
	2021	3008260	Training & Courses	ESRI International User Conference SQL Server Training, Crystal Reports Training ESRI Training in Toronto, Cityworks training
	2021	3008851	Sp Project - Air Photos	County investigating purchase of a drone. Town can then utilize this County service for photos and surveys. Costs are unknown as of yet, small budget as estimate 2023 will require fees for SCOOP Provincial 5 year photo project.
	2021	NEW	Transfer to Reserve	GIS computer reserve fund

TOWN OF COBOURG 2021 OPERATING BUDGET ESTIMATES

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **ROADS/SEWERS**

ACCOUNT#: **3000.10**

2020	2019	2020	2021			2021	2022	2023		
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	* FINAL APPROVED	FORECAST	FORECAST		
1,067,064	589,779	595,568	301010	Payroll Salaries & Wages - Unallocated	1,150,350	*	1,234,508	1,321,112		
65,550	15,420	11,737	301011	Payroll - Overtime	70,980	*	72,187	73,414		
44,800	48,690	39,459	301012	Payroll - Standby	44,375		45,129	45,897		
21,234	4,768	947	301015	Payroll Part Time Wages	17,375		17,670	17,971		
432,384	168,787	171,938	301030	Payroll Benefits	455,908	*	514,221	576,912		
3,716	477	136	301031	Payroll Benefits Part-time	3,041		3,446	3,864		
5,982	6,881	6,900	301050	Clothing	7,678	*	6,674	8,520		
3,825	3,289	3,546	301060	Footwear	4,050	*	4,275	4,500		
650	160	55	301070	Cleaning Allowance	650		650	650		
2,000	1,688	1,049	301080	Employee Meal Allowance	2,000		2,000	2,000		
1,647,205	839,939	831,335	SUB TOTAL SALARIES, WAGES & BENEFITS			1,756,407	*	0	1,900,760	2,054,840
5,000	5,441	4,956	3010150	Office Supplies	5,000		5,000	5,000		
1,500	1,464	597	3010160	Office Equipment Purchase	1,500		1,500	1,500		
3,000	2,932	5,372	3010170	Software - Hours of Service Tracking	3,000		3,500	3,750		
12,000	12,599	13,060	3010180	Telephone & Answering Svc	12,000		12,000	12,000		
1,700	1,103	1,257	3010190	Communication Equipment	1,700		1,700	1,700		
500	1,010	949	3010200	Communication Equip Rep	500		500	500		
2,700	945	2,227	3010250	Memberships & Subscriptn's	2,800	*	2,900	3,000		
9,000	6,607	3,743	3010260	Courses & Conferences	6,000		9,000	9,000		
12,500	9,339	5,623	3010261	Courses - Certification Training	10,000		10,000	11,000		
600	450	450	3010270	Car Allowance	600		600	600		
18,000	19,736	12,758	3010450	Heat / Utilities	18,000		18,000	18,000		
10,000	6,587	6,958	3010460	Utilities - 390 King St W	10,000		10,000	10,000		
20,000	35,799	29,635	3010470	Building Maintenance	20,000		20,000	20,000		
1,000	892	1,650	3010471	Building Maintenance - 390 King St W	7,500	*	7,500	7,500		
15,800	7,267	5,095	3010500	Custodial/Clean Supplies	12,000		12,500	13,000		
0	0	0	NEW	COVID Supplies	10,000		10,000	10,000		
15,000	7,007	14,472	3010570	Property Improvements	5,000		5,000	5,000		
147,000	199,803	177,125	3010600	Vehicle Maint & Repair	150,000	*	155,000	160,000		
112,200	93,316	41,148	3010650	Gasoline	100,000		105,000	110,000		
3,200	2,600	2,885	3010670	Other Equip Purchases	3,300	*	3,400	3,500		
31,000	27,607	25,890	3010680	Other Equip Maint & Rep	31,000		32,000	33,000		
0	2,629	0	3010853	Sp Projects - Health & Safety Supplies	0	*	0	0		
0	0	0	3010856	Sp Project - AED Unit	0		0	0		
-23,500	-5,139	-9,197	87076	Recoveries	-24,000		-24,000	-24,000		
0	-4,425	-4,867	87094	Revenue - 390 King St Rental	0		0	0		
398,200	435,569	341,786	SUB TOTAL MATERIALS			385,900	0	401,100	414,050	

**TOWN OF COBOURG
2021 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **ROADS/SEWERS**

ACCOUNT#: **3000.10**

2020 BUDGET	2019 YTD	2020 YTD	CODE	OBJECT	2021 DEPT REQUEST	*	2021 FINAL APPROVED	2022 FORECAST	2023 FORECAST
145,000	142,219	135,741	3010320	Liability Insurance	172,000	*		183,750	192,938
5,000	5,000	5,000	3010750	Contracts - Environmental Monitoring	5,000			5,000	5,000
150,000	147,219	140,741		SUB TOTAL CONTRACTED SERVICES	177,000	*	0	188,750	197,938
-125,000	-166,059	0	3010992	Recoveries - Town Equipment - Sanitary	-165,000			-165,000	-165,000
224,362	224,362	224,362	3010911	Transfer to Vehicle Reserve	225,000			235,000	235,000
99,362	58,303	224,362		SUB TOTAL CHARGES & TRANSFERS	60,000		0	70,000	70,000
2,294,767	1,481,030	1,538,224		TOTAL PUBLIC WORKS ADMINISTRATION	2,379,307	*	0	2,560,610	2,736,828

**TOWN OF COBOURG
2021 OPERATING BUDGET ESTIMATES**

BUDGET JUSTIFICATION

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **ROADS/SEWER**

ACCOUNT #: **3000.10**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
Salaries of Public Works staff operating and maintenance cost for Public Works yard and all vehicles/equipment.	2021	301010	Payroll Salaries & Wages	Contractual obligations
	2021	301050	Clothing	13 GUW / 2 Managers / Inspector / Working Foreman / Stores Clerk 18 x \$421/each + 1 x 100
	2021	301060	Footwear	18 x \$225
PERFORMANCE DATA:	2021	301080	Meal Allowance	Contractual obligations when overtime carried out
	2021	3010250	Memberships & Subscriptions	Northumberland Road Builders - \$580 Association of Ontario Road Supervisors - \$320 Ontario Goods Roads Association - \$1,600 OACETT - \$300
	2021	3010260	Courses & Conferences	Includes Road School and OGRA conference
	2021	3010261	Courses - Certified Training	Working at heights, confined space, chainsaw/chipper, book 7 etc.
	2021	3010470	Building Maintenance	Increase reflects actual costs, gull control PW share \$455/month
	2021	3010471	Building Maintenance - 390 King St	Rental of trailer
	2021	3010500	Custodial Supplies	Cleaning service at Public Works yard, increase reflects actual costs. PW share for cleaning services \$570/month
	2021	NEW	COVID Supplies	For COVID-19 transit related expenses (PPE, sanitizer, cleaning)
	2021	3010570	Property Improvements	Additional administrative office renovation, and doorway from office to garage
	2021	3010750	Contracts - Environmental Monitoring	GRCA chargeback for environmental monitoring of creeks for salt management plan.
	2021	87076	Recoveries	Chargeback services for private works & utilities

**TOWN OF COBOURG
2021 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **BRIDGES AND CULVERTS**

ACCOUNT#: **3100.50**

2020	2019	2020			2021		2021	2022	2023
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
0	997	756	310510	Payroll Salaries & Wages	0	*	0	0	0
0	0	0	310515	Payroll Part-time Wages	0		0	0	0
0	437	294	310530	Payroll - Benefits	0		0	0	0
0	0	0	310531	Payroll - Benefits Part-time	0		0	0	0
0	1,434	1,050		SUB TOTAL SALARIES, WAGES & BENEFITS	0		0	0	0
400	0	0	3105691	Equipment Rentals	400			400	400
750	0	0	3105820	Other Operating Materials	750			750	750
		0	3105850	Special Project - Bridge Assessments	0			0	0
1,150	0	0		SUB TOTAL MATERIALS	1,150		0	1,150	1,150
0	0	0 New		Special Project - OSIM Bridge Inspections	0	*		15,000	0
0	0	0		SUB TOTAL CHARGES & TRANSFERS	0	*	0	15,000	0
1,150	1,434	1,050		TOTAL BRIDGES & CULVERTS	1,150		0	16,150	1,150

12-21-20

*Indicates increase over previous year

TOWN OF COBOURG
2021 OPERATING BUDGET ESTIMATES

BUDGET JUSTIFICATION

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **BRIDGES AND CULVERTS**

ACCOUNT #: **3100.50**

STATEMENT OF PURPOSE: To provide preventative maintenance for bridges and culverts.	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
	2021	3105820	Other Operating Materials	Minor maintenance as required per inspection results.
	2021	NEW	Special Project - OSIM Bridge Inspections	As per Ontario Regulation 104 under the Public Transportation and Highway Improvement act, Bridge inspections following the Ontario Structural Inspection Manual (OSIM) are required every 2 years (2020, 2022)
PERFORMANCE DATA:				

**TOWN OF COBOURG
2021 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **ROADSIDE GRASS & WEEDS**

ACCOUNT#: **3100.110**

2020	2019	2020			2021		2021	2022	2023
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
0	11,462	14,062	311010	Payroll Salaries & Wages	0		0	0	0
0	750	0	311015	Payroll Part-Time	0		0	0	0
0	3,905	4,456	311030	Payroll Benefits	0		0	0	0
0	55	0	310131	Payroll Benefits Part-Time	0		0	0	0
0	16,172	18,518		SUB TOTAL SALARIES, WAGES & BENEFITS	0		0	0	0
0	0	0 New		Weed Control	5,000	*		5,000	5,000
0	0	0		SUB TOTAL CHARGES & TRANSFERS	5,000	*	0	5,000	5,000
0	16,172	18,518		TOTAL ROADSIDE GRASS & WEEDS	5,000		0	5,000	5,000

12-21-20

*Indicates increase over previous year

**TOWN OF COBOURG
2021 OPERATING BUDGET ESTIMATES**

BUDGET JUSTIFICATION

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **ROADSIDE GRASS & WEEDS**

ACCOUNT #: **3100.110**

STATEMENT OF PURPOSE: To maintain grass at intersections to ensure adequate visibility for motorists.	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
	2021	NEW	Weed Control	Due to ongoing complaints annually about weeds growing in traffic islands, etc new annual program will include 2-3 spray events. Non downtown areas.
PERFORMANCE DATA: Approximately 10 km of ditches to keep trimmed				

**TOWN OF COBOURG
2021 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **STORM DRAIN SYSTEM**

ACCOUNT#: **3100.130**

2020	2019	2020			2021		2021	2022	2023
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
0	51,678	66,015	311310	Payroll Salaries & Wages	0		0	0	0
0	1,360	587	311311	Payroll - Overtime	0		0	0	0
0	2,981	1,340	311315	Payroll Part Time Wages	0		0	0	0
0	19,298	23,478	311330	Payroll Benefits	0		0	0	0
0	263	171	311331	Payroll Part Time Benefits	0		0	0	0
0	75,580	91,591		SUB TOTAL SALARIES, WAGES & BENEFITS	0		0	0	0
10,000	11,271	585	3113691	Equipment Rentals	10,000			10,000	10,000
25,000	33,827	41,209	3113820	Operating Materials	25,000			25,000	25,000
-5,000	-8,130	-6,518	87077	Recoveries	-5,000			-5,000	-5,000
30,000	36,968	35,276		SUB TOTAL MATERIALS	30,000		0	30,000	30,000
20,000	25,272	51,528	3113750	Contracts - Storm Sewer	20,000			20,000	20,000
0	0	0	NEW	Contracts - SWM Pond Maintenance	50,000			50,000	50,000
20,000	25,272	51,528		SUB TOTAL CONTRACTED SERVICES	70,000	*	0	70,000	70,000
50,000	137,820	178,395		TOTAL STORM DRAIN SYSTEM	100,000	*	0	100,000	100,000

12-21-20

*Indicates increase over previous year

**TOWN OF COBOURG
2021 OPERATING BUDGET ESTIMATES**

BUDGET JUSTIFICATION

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **STORM DRAIN SYSTEM**

ACCOUNT #: **3100.130**

STATEMENT OF PURPOSE: To provide preventative emergency maintenance for the storm drain system.	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
PERFORMANCE DATA: Storm Drainage account now contains: - Entrance Culvert and Roadside Ditching - Roadside Catchbasins and Gutter Maintenance	2021	3113570	Contracts	Third party contracts for roadway storm sewer work such as curb installation and paving.
	2021	NEW	Contracts - SWM Pond Maintenance	New annual stormwater management pond maintenance program. Intended to eventually be conducted by Town resources when available. Future SWM 'fee' to be proposed to fund maintenance for stormwater infrastructure.
	2021	3113691	Equipment Rentals	Gradall rental for ditches
	2021	3113820	Materials	Storm iron works, culverts, gravel, concrete
	2021	3113991	Recoveries	Chargebacks for services performed by Public Work staff for curb cuts, flushing culverts, and catchbasin cleaning for County.

TOWN OF COBOURG
2021 OPERATING BUDGET ESTIMATES

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **MTCE ROADSIDE DEBRIS &
LITTER PICKUP & SWEEPING**

ACCOUNT#: **3100.150**

2020 BUDGET	2019 YTD	2020 YTD	CODE	OBJECT	2021 DEPT REQUEST	*	2021 FINAL APPROVED	2022 FORECAST	2023 FORECAST
0	39,062	38,375	311510	Payroll Salaries & Wages	0		0	0	0
0	1,568	502	311511	Payroll - Overtime	0		0	0	0
0	946	0	311515	Payroll Part Time Wages	0		0	0	0
0	14,149	13,161	311530	Payroll Benefit	0		0	0	0
0	80	0	311531	Payroll Part Time Benefits	0		0	0	0
0	55,805	52,038		SUB TOTAL SALARIES, WAGES & BENEFITS	0		0	0	0
1,100	680	0	3115691	Equipment Rentals	1,100			1,100	1,100
1,100	680	0		SUB TOTAL MATERIALS	1,100		0	1,100	1,100
35,000	29,774	26,058	3115750	Contracts	35,000			35,000	35,000
-5,000	-1,531	-1,841	87078	Recoveries	-5,000			-5,000	-5,000
30,000	28,243	24,217		SUB TOTAL CONTRACTED SERVICES	30,000		0	30,000	30,000
				TOTAL MTCE ROADSIDE DEBRIS & LITTER PICKUP	31,100		0	31,100	31,100

2020-12-21

*Indicates increase over previous year

**TOWN OF COBOURG
2021 OPERATING BUDGET ESTIMATES**

BUDGET JUSTIFICATION

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **MTCE ROADSIDE DEBRIS &
LITTER PICKUP**

ACCOUNT #: **3100.150**

STATEMENT OF PURPOSE: To collect litter/debris along the Municipal roads.	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
PERFORMANCE DATA:	2021	3115750	Contracts	Screening street sweeping by contractor and DBIA wage subsidy for downtown sidewalk cleaning (\$12,500 paid to DBIA). Extra litter collection throughout downtown area from Victoria Day to Labour Day. (contracted) on Sundays on top of regular pick up Tues / Fri.
	2021	87078	Recoveries	Street sweeping for private works.

**TOWN OF COBOURG
2021 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **MTCE - PAVEMENT REPAIRS**

ACCOUNT#: **3100.200**

2020	2019	2020			2021		2021	2022	2023
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
0	24,055	26,728	312010	Payroll Salaries & Wages	0		0	0	0
0	268	256	312011	Payroll - Overtime	0		0	0	0
0	3,865	430	312015	Payroll Part Time Wages	0		0	0	0
0	7,612	8,779	312030	Payroll Benefits	0		0	0	0
0	348	55	312031	Payroll Part Time Benefits	0		0	0	0
0	36,148	36,248		SUB TOTAL SALARIES, WAGES & BENEFITS	0		0	0	0
3,000	1,971	1,290	3120680	Other Equip Maint & Rep	3,000			3,000	3,000
1,500	1,069	1,604	3120691	Equipment Rentals	1,500			1,500	1,500
37,000	13,977	20,203	3120820	Other Operating Materials	37,500			38,000	38,500
41,500	17,017	23,097		SUB TOTAL MATERIALS	42,000		0	42,500	43,000
70,000	49,721	0	3120750	Contracts	65,000			70,000	75,000
-18,000	-15,816	-3,865	87079	Recoveries - Hardtop Maintenance	-10,000			-10,000	-10,000
52,000	33,905	-3,865		SUB TOTAL CONTRACTED SERVICES	55,000	*	0	60,000	65,000
93,500	87,070	55,480		TOTAL MTCE - PAVEMENT REPAIRS	97,000	*	0	102,500	108,000

12-21-20

*Indicates increase over previous year

TOWN OF COBOURG
2021 OPERATING BUDGET ESTIMATES

BUDGET JUSTIFICATION

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **MTCE - PAVEMENT REPAIRS**

ACCOUNT #: **3100.200**

STATEMENT OF PURPOSE:					HIGHLIGHTS/EXPLANATIONS:			
To provide preventive maintenance and emergency maintenance to asphalt roads using crack filling and patching.					YEAR	CODE	OBJECT	DETAILS
					2021	3120750	Contracts	Northumberland County Agreement Pavement Repairs, micro sealing
					2021	3120820	Other Operating Materials	
PERFORMANCE DATA:								Crack fill material, gravel, cold mix. 2020 - no time for crack filling therefore less material Crackfilling was to take place in the Spring but COVID-19 caused this work to be postponed another year.
	2018	2019	2020					
Micro Sealing	1.15 km	0.58 km	0.55 km		2021	87079	Recoveries - Hardtop Maintenance	Chargebacks for asphalt repairs for private works

**TOWN OF COBOURG
2021 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **WINTER MAINTENANCE**

ACCOUNT#: **3200.100**

2020	2019	2020			2021		2021	2022	2023
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
0	135,999	82,582	320110	Payroll Salaries & Wages	0		0	0	0
0	26,476	17,373	320111	Payroll - Overtime	0		0	0	0
0	10,516	4,206	320115	Payroll Part Time Wages	0		0	0	0
0	45,579	28,053	320130	Payroll Benefits	0		0	0	0
0	1,022	587	320131	Payroll Part Time Benefits	0		0	0	0
0	219,592	132,801		SUB TOTAL SALARIES, WAGES & BENEFITS	0		0	0	0
1,500	2,691	861	3201680	Equipment Maintenance	1,500			1,500	1,500
35,000	17,494	4,940	3201750	Contracts	30,000			31,000	32,000
2,000	10,684	254	3201691	Equipment Rentals	2,000			2,000	2,000
140,000	219,762	120,862	3201820	De-icing Materials	145,000	*		150,000	155,000
-18,000	-20,596	-367	87081	Recoveries	-18,000			-18,000	-18,000
160,500	230,035	126,550		SUB TOTAL MATERIALS	160,500		0	166,500	172,500
				TOTAL WINTER SNOWPLOWING, SANDING & SALTING	160,500		0	166,500	172,500

12-21-20

*Indicates increase over previous year

**TOWN OF COBOURG
2021 OPERATING BUDGET ESTIMATES**

BUDGET JUSTIFICATION

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **WINTER - SNOWPLOWING, SANDING
& SALTING**

ACCOUNT #: **3200.100**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
To clear snow and ice build-up on roads as per the Town's Policy 5-1-3.	2021	3201750	Contracts	Snow removal contract for cul-de-sacs & downtown
	2021	3201691	Equipment Rentals	Contracted equipment rental to supplement Town equipment.
PERFORMANCE DATA:	2021	3201820	De-icing Materials	Salt & Brine Salt cost up \$4.25/tonne from 1 supplier and \$2.49/tonne from other supplier
	2021	3201991	Recoveries	Chargebacks to Developers from snow removal
Salt Historical (tonnes) 2010 672 to Nov 1 2011 144 to Nov 1 2012 960 to Nov 1 2013 965 to Nov 1 2014 1775 to Nov 1 2015 1560 to Nov 1 2016 1235 to Nov 1 2017 400 Nov 1 -Dec 31 - Fire could not track salt 2018 850 2019 1170 to Nov 1 2020 825 to Nov 1 259 lane kms. Plus all development lands that have not been assumed that are currently being charged back to owners.				

**TOWN OF COBOURG
2021 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **SAFETY DEVICES, INFORMATION
TRAFFIC CONTROL**

ACCOUNT#: **3100.400**

2020	2019	2020			2021		2021	2022	2023
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
0	44,539	57,577	314010	Payroll Salaries & Wages	0		0	0	0
0	6,597	2,905	314011	Payroll - Overtime	0		0	0	0
0	8,491	1,585	314015	Payroll Part Time Wages	0		0	0	0
0	16,106	20,525	314030	Payroll Benefits	0		0	0	0
0	813	203	314031	Payroll Part Time Benefits	0		0	0	0
0	76,546	82,795		SUB TOTAL SALARIES, WAGES & BENEFITS	0		0	0	0
0	1,343	0	3140470	Maintenance - Relamping Traffic Lights	0			0	0
8,000	2,360	965	3140680	Other Equip Maint & Rep	8,000			8,000	8,000
12,000	15,215	16,864	3140820	Operating Materials	12,000			12,000	12,000
21,000	20,370	16,990	3140840	Utilities	21,000			22,000	23,000
-600	-1,323	-6,597	87080	Recoveries	-600			-600	-600
2,600	0	0	3140852	Sp Project - Signal Warrant Study - King/College	0			0	0
5,000	4,803	4,716	3140850	Sp Project - Flashing Light Sign King / Abbott	0			0	0
48,000	42,768	32,938		SUB TOTAL MATERIALS	40,400		0	41,400	42,400
38,000	74,446	45,986	3140750	Contracts	38,000			38,000	38,000
50,000	54,424	48,480	3140751	Contracts - Line Painting	55,000	*		55,000	55,000
88,000	128,870	94,466		SUB TOTAL CONTRACTED SERVICES	93,000	*	0	93,000	93,000
136,000	248,184	210,199		TOTAL SAFETY DEVICES	133,400		0	134,400	135,400

12-21-20

*Indicates increase over previous year

**TOWN OF COBOURG
2021 OPERATING BUDGET ESTIMATES**

BUDGET JUSTIFICATION

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **SAFETY DEVICES, INFORMATION,
TRAFFIC CONTROL**

ACCOUNT #: **3100.400**

STATEMENT OF PURPOSE: Maintenance of regulatory and advisory signage, traffic signals and lane marking.	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
PERFORMANCE DATA:	2021	3140750	Contracts	Signage, Maintenance CN & CP crossings traffic light maintenance - 50% per Railway Act
	2021	3140751	Contracts - Line Painting	Line Painting Contract 2021 Rainbow Crosswalk \$8k (will last 5-7 years)
	2021	3140820	Operating Materials	General maintenance & repairs
	2021	87080	Recoveries	Repairs to traffic signal posts and signs due to accidents. Charge back to developers, County for signs

**TOWN OF COBOURG
2021 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **SIDEWALKS**

ACCOUNT#: **3600.10**

2020	2019	2020			2021		2021	2022	2023
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
0	67,466	78,402	360110	Payroll Salaries & Wages	0		0	0	0
0	1,045	435	360111	Payroll - Overtime	0		0	0	0
0	10,302	70	360115	Payroll Part Time Wages	0		0	0	0
0	22,161	25,863	360130	Payroll Benefits	0		0	0	0
0	1,016	9	360131	Payroll Part Time Benefits	0		0	0	0
0	101,990	104,779		SUB TOTAL SALARIES, WAGES & BENEFITS	0		0	0	0
1,500	967	1,908	3601751	Weed Control - King Street	1,875	*		1,875	1,875
5,000	10,670	436	3601570	Property Improvements	5,000			5,000	5,000
1,000	4,570	2,754	3601680	Other Equip Maint & Rep	2,000	*		2,000	2,000
500	2,234	686	3601691	Equipment Rentals	500			500	500
30,000	35,427	40,904	3601820	Other Operating Materials	32,000	*		33,000	34,000
50,000	43,523	49,560	3601850	Special Project - Downtown Paver Stone Repairs	0			0	0
-50,000	-43,523	0	3601913	Recoveries - Federal Gas Tax	0			0	0
-3,500	-22,127	-9,371	87082	Recoveries	-3,500			-3,500	-3,500
34,500	31,741	86,877		SUB TOTAL MATERIALS	37,875	*	0	38,875	39,875
15,000	14,638	19,201	3601750	Contracts	25,000	*		25,000	25,000
15,000	14,638	19,201		SUB TOTAL CONTRACTED SERVICES	25,000	*	0	25,000	25,000
49,500	148,369	210,857		TOTAL SIDEWALKS	62,875	*	0	63,875	64,875

12-21-20

*Indicates increase over previous year

**TOWN OF COBOURG
2021 OPERATING BUDGET ESTIMATES**

BUDGET JUSTIFICATION

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **SIDEWALKS**

ACCOUNT #: **3600.10**

STATEMENT OF PURPOSE: Preventative maintenance and emergency repairs and sidewalk reconstruction.	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
PERFORMANCE DATA:	2021	3601751	Weed Control - King Street	Weed spraying in the downtown core June and August \$1,875 - 50% contribution from DBIA
	2021	3601570	Property Improvements	Replacement of downtown litter and recycling containers, as several containers are beyond repair. This will be approx. 5 containers per year, 22 containers still to be replaced, 15 completed to date. Funding matched by DBIA - \$5,000
	2021	3601750	Contracts	Street furniture repair, asphalt repair to sidewalk projects, sidewalk pumping (not able to complete all pumping repairs in 2020, more funds requested 2021).
	2021	3601820	Other Operating Materials	Concrete, gravel, topsoil, sod, grass seed, etc.
	2021	3601850	Special Project - Downtown Paver Stones	Moved to Capital Project in 2021
	2021	87082	Recoveries	Chargeback for sidewalk replacement or repair for private and utilities

**TOWN OF COBOURG
2021 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **CROSSING GUARDS**

ACCOUNT#: **3900.100**

2020	2019	2020			2021		2021	2022	2023
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
69,206	66,355	39,687	390015	Payroll Part Time Wages	69,620			70,804	72,007
7,593	6,581	4,445	390030	Payroll Benefits	8,700	*		8,874	9,051
76,799	72,936	44,132		SUB TOTAL SALARIES, WAGES & BENEFITS	78,320	*	0	79,678	81,058
1,200	2,855	2,149	3900820	Other Operating Materials	1,200			1,200	1,200
1,200	2,855	2,149		SUB TOTAL MATERIALS	1,200		0	1,200	1,200
77,999	75,791	46,281		TOTAL CROSSING GUARDS	79,520	*	0	80,878	82,258

12-21-20

*Indicates increase over previous year

**TOWN OF COBOURG
2021 OPERATING BUDGET ESTIMATES**

BUDGET JUSTIFICATION

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **CROSSING GUARDS**

ACCOUNT #: **3900.100**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
<p>To provide a system to control the safe passage of students to and from elementary schools through busy and/or hazardous intersections.</p> <p>PERFORMANCE DATA:</p> <p>Crossings at:</p> <p>William / Burnham / Elgin Notre Dame (Burnham / Burwash) Burnham School (Burnham / Elizabeth) C.R. Gummow (James / D'Arcy) Cottesmore (in front of school) St. Joseph's (D'Arcy / Elgin) x 2 King Street @ Abbott Blvd</p>	2021	390015	Payroll Part Time Wages	Town has 8 guards and 1 spare for 7 crossings (2 at Elgin/D'Arcy)
	2021	390080	Clothing	High visibility safety clothing, winter jackets, and rain suits.

**TOWN OF COBOURG
2021 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **STREET LIGHTING**

ACCOUNT#: **3950.100**

2020	2019	2020			2021		2021	2022	2023
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
240,000	205,848	170,852	3950840	Utilities	200,000			200,000	200,000
240,000	205,848	170,852		SUB TOTAL MATERIALS	200,000		0	200,000	200,000
0	0	1,366	3950861	Other Maintenance	0			0	
0	0	1,366		SUB TOTAL CONTRACTED SERVICES	0		0	0	0
69,300	26,730	24,300	3950950	Debenture Payment	66,870			64,440	62,010
69,300	26,730	24,300		SUB TOTAL OTHER CHARGES & TRANSFERS	66,870		0	64,440	62,010
309,300	232,578	196,518		TOTAL STREET LIGHTING	266,870		0	264,440	262,010

12-21-20

*Indicates increase over previous year

**TOWN OF COBOURG
2021 OPERATING BUDGET ESTIMATES**

BUDGET JUSTIFICATION

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **STREET LIGHTING**

ACCOUNT #: **3950.100**

STATEMENT OF PURPOSE: To maintain and operate the Municipal Street Lighting system.	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
PERFORMANCE DATA:	2021	3950840	Utilities	LED lights consume ~50% of the energy of induction lights while providing more light output per fixture.
	2021	3950861	Maintenance	Ongoing capital project to address maintenance issues.
	2020	3950950	Debenture Payment	Repayment over a 20 year period to LUSI through 2029

**TOWN OF COBOURG
2021 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **TRANSIT**

ACCOUNT#: 3800.10

2020	2019	2020			2021		2021	2022	2023
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
44,900	12,640	23,454	380010	Payroll Salaries & Wages	44,498			45,066	45,643
9,598	2,921	8,767	380030	Payroll Benefits	9,685			10,529	11,399
54,498	15,561	32,221		SUB TOTAL SALARIES, WAGES & BENEFITS	54,183		0	55,595	57,042
1,000	287	129	3800150	Office Supplies	1,000			1,000	1,000
15,000	12,474	14,045	3800171	Software Maintenance	15,702	*		19,900	19,900
500	90	76	3800210	Advertising & Promotions	500			500	500
1,200	535	0	3800220	Printing	1,200			1,200	1,200
2,600	2,323	2,582	3800250	Memberships & Subscrip'ns	2,600			2,600	2,700
1,500	1,163	356	3800260	Training & Courses	1,500			1,500	1,500
0	0	0 NEW		COVID	10,000			10,000	10,000
1,500	19,840	0	3800570	Shelter Maintenance	1,500			1,500	1,500
4,500	4,456	3,743	3800680	Other Equip Maint & Rep	4,500			4,500	4,500
0	0	27,445	3800851	Special Project - COVID-19	0			0	0
0	3,953	0	3800854	Special Project - Events	0			0	0
0	0	0	3800853	Special Project - On Demand Pilot	40,000	*		0	0
27,800	45,121	48,376		SUB TOTAL MATERIALS	78,502	*	0	42,700	42,800
15,500	16,344	16,277	3800320	Liability Insurance	23,000	*		24,150	25,358
811,271	836,640	593,785	3800750	Contracts - Conventional Transit	650,000			665,000	675,000
40,000	26,500	12,012	3800751	Contracts - Extended Accessible Transit	35,000			36,000	37,000
13,500	0	17,721	3800752	Contracts - Shelter Maintenance	19,000			19,000	19,000
0	0	0 NEW		Contracts - Accessible Transit (Wheels)	240,000			245,000	250,000
880,271	879,484	639,795		SUB TOTAL CONTRACTED SERVICES	967,000	*	0	989,150	1,006,358
160,000	140,000	160,000	3800930	Transfer to Vehicle Reserve	160,000			190,000	190,000
-40,000	0	0	87133801	Transfer - Federal Gas Tax	0			0	0
5,600	0	425	3800856	Special Project - Wheels Lift	0			0	0
-5,600	0	0	3800913	Transfer from Holdco Reserve	0			0	0
120,000	140,000	160,425		SUB TOTAL OTHER CHARGES & TRANSFERS	160,000	*	0	190,000	190,000
1,082,569	1,080,166	880,817		TOTAL TRANSIT	1,259,685	*	0	1,277,445	1,296,200

2020-12-21

*Indicates increase over previous year

**TOWN OF COBOURG
2021 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **TRANSIT**

ACCOUNT#: 3800.10

2020	2019	2020			2021		2021	2022	2023
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
-72,000	-67,228	-12,170	87021	Fares	-50,421			-72,000	-72,000
-44,500	-45,873	-9,565	87022	Passes	-34,405			-44,500	-44,500
0	-24,428	-4,928	87042	Tickets	-18,321	*		0	0
-6,500	-3,563	-6,667	87054	Bench Advertising	-8,000	*		-8,000	-8,000
-205,000	-231,500	0	871143801	Provincial Subsidy	-205,000			-205,000	-205,000
-328,000	-372,592	-33,330		SUB TOTAL RECOVERIES	-316,147		0	-329,500	-329,500
754,569	707,574	847,487		NET TO TOWN	943,538	*	0	947,945	966,700

2020-12-21

*Indicates increase over previous year

**TOWN OF COBOURG
2021 OPERATING BUDGET ESTIMATES**

BUDGET JUSTIFICATION

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **TRANSIT**

ACCOUNT #: **3800.10**

STATEMENT OF PURPOSE:		HIGHLIGHTS/EXPLANATIONS:			DETAILS
		YEAR	CODE	OBJECT	
To provide Municipal Transit service.		2021	3800750	Contracts - Conventional	Conventional Service 2021 Hourly Rate - \$72.07/hr Estimated operating hours - 8,726 Conventional Service = \$628,883
PERFORMANCE DATA:					
Conventional and Wheels					Shuttle - Port Hope Transit \$20,000 Total = \$648,883
2020	56,403 Up to Sep 30				
2019	112,226	2021	3800150	Office Supplies	Membership cards, ink for printer/pvc cards
2018	109,565				
2017	113,772	2021	3800171	Software Maintenance	Annual maintenance fees for AODA requirements, automated passenger counters, hosted virtual server Routematch specialized scheduling software annual fees Simnet server hosting monthly fees.
2016	112,862				
2015	111,155				
2014	109,244				
2013	112,561				
2012	107,642	2021	3800250	Subscriptions & Memberships	CUTA (Canadian Urban Transit Association) OPTA (Ontario Public Transit Association)
2011	101,930				
2010	95,319	2021	NEW	COVID-19	For COVID-19 transit related expenses (PPE, sanitizer, cleaning)
2009	77,014				
2008	72,000				
Conventional Ridership		2021	3800570	Shelter Maintenance / Property Improv	Transit shelters - General Utility Workers time
2020	52000 Estimate	2021	3800992	Provincial Subsidy	Provincial Gas Tax monies
2019	98,795	2021	3800930	Transfer to Vehicle Reserve	Re-evaluation in 2020
Wheels Ridership (Regular Hours)		2021	3800751	Contracts - Extended Accessible Transit	Extended Wheels Service (10 pm Mon - Fri) 11.25 hours per week x 52 weeks at \$54.51/hr = \$31,888.35 Contingency - \$3,111.50
2020	13287 Estimate				
2019	13287				
Wheels Ridership (Extended Service after 7:45 pm)		2021	3800752	Contract - Shelter Maintenance	Contract for cleaning and snow removal
2020	72 Jan - April (3.5 months)				
2019	144 May - Dec (8 months)	2021	NEW	Contract - Wheels (Regular)	Wheels Service 2021 Hourly Rate - \$54.51 Estimated operating hours - 4,363 Total Wheels = \$237,827.00

**TOWN OF COBOURG
2021 OPERATING BUDGET ESTIMATES**

BUDGET JUSTIFICATION

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **TRANSIT**

ACCOUNT #: **3800.10**

STATEMENT OF PURPOSE: To provide Municipal Transit service.	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
PERFORMANCE DATA: Conventional and Wheels 2020 56,403 Up to Sep 30 2019 112,226 2018 109,565 2017 113,772 2016 112,862 2015 111,155 2014 109,244 2013 112,561 2012 107,642 2011 101,930 2010 95,319 2009 77,014 2008 72,000 Conventional Ridership 2020 52000 Estimate 2019 98,795 Wheels Ridership (Regular Hours) 2020 13287 Estimate 2019 13287 Wheels Ridership (Extended Service after 7:45 pm) 2020 Jan - April (3.5 months) 2019 144 May - Dec (8 months)	2021	3800853	Sp Project - On Demand Pilot	12 month pilot for conventional service throughout which time Wheels service and online payment service will be integrated. Use of existing buses and service provider with current contract meaning no additional operating expenses. In partnership with new software company who will plan stops, provide marketing and project initiation for community. Outcome will determine number of smaller vehicles needed to replace conventional buses.
	2021		Revenues	Assuming 75% revenue in 2021

**TOWN OF COBOURG
2021 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **PARKING ON LOTS**

ACCOUNT#: **3700.2**

2020	2019	2020			2021		2021	2022	2023
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
3,225	4,771	2,335	370210	Payroll Salaries & Wages	3,292	*		3,317	3,374
0	0	0	370215	Payroll -Part-time Salaries	0			0	0
0	1,343	628	370230	Payroll Benefits	0			0	0
0	0	0	370231	Payroll Part-time Benefits	0			0	0
3,225	6,114	2,963		SUB TOTAL SALARIES, WAGES & BENEFITS	3,292	*	0	3,317	3,374
7,100	4,039	954	370260	Other Equipment Repair	7,100			7,100	7,100
3,450	1,348	951	370280	Utilities	3,450			3,550	3,650
10,550	5,387	1,905		SUB TOTAL MATERIALS	10,550		0	10,650	10,750
67,500	66,011	53,731	370270	Contracts	70,000	*		71,000	72,000
0	0	0 NEW		Contract - OPG EV Chargers	8,000			8,000	8,000
67,500	66,011	53,731		SUB TOTAL CONTRACTED SERVICES	78,000	*	0	79,000	80,000
56,000	57,534	62,779	370250	Rents	68,000	*		68,000	68,000
56,000	57,534	62,779		SUB TOTAL FINANCIAL	68,000	*	0	68,000	68,000
137,275	135,046	121,378		TOTAL PARKING ON LOTS	159,842	*	0	160,967	162,124

**TOWN OF COBOURG
2021 OPERATING BUDGET ESTIMATES**

BUDGET JUSTIFICATION

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **PARKING ON LOTS**

ACCOUNT #: **3700.2**

STATEMENT OF PURPOSE: Maintenance of off street parking lots.	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
	2021	3702540	Rents	Second Street Albert Street Swayne Street
PERFORMANCE DATA:	2021	3702750	Contracts	Parking lot gardens and on-street garden maintenance. (i.e. D'Arcy, Ontario/William, Burnham / Riddell) Snow removal - all municipal parking lots
	2021	NEW	Contracts - OPG EV Chargers	Maintenance/operations fees for new electric vehicle charging stations (4 connections) in municipal parking lots.

**TOWN OF COBOURG
2021 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **PARKING ADMIN AND ENFORCEMENT**

ACCOUNT#: **3700.3**

2020	2019	2020		2021		2021	2022	2023
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	* FINAL APPROVED	FORECAST	FORECAST
51,500	53,177	1,327	370310	Payroll Salaries & Wages	108,500	*	110,500	112,500
55,000	40,421	4,718	370320	Other Salaries & Wages	0		0	0
0	681	449	370330	Payroll Benefits	0	*	0	0
100	0	0	370370	Cleaning Allowance	100		100	100
106,600	94,279	6,494		SUB TOTAL SALARIES, WAGES & BENEFITS	108,600	0	110,600	112,600
1,800	0	648	3703150	Office Supplies	1,800		1,800	1,800
22,750	22,619	22,368	3703171	Software Maintenance	23,205	*	23,669	24,142
2,500	1,912	1,465	3703180	Cell Phone - Handheld Devices	2,500		2,500	2,500
5,000	3,513	0	3703220	Printing	4,000		4,500	5,000
700	377	0	3703250	Membership & Subscrip'ns	700		700	700
1,000	0	0	3703260	Training & Courses	1,000		1,000	1,000
8,000	6,142	5,471	3703680	Other Equip Maint & Rep	8,000		8,000	8,000
2,500	997	167	3703681	Pay & Display	2,550	*	2,600	3,000
0	6,426	0	3703850	Special Project - Meter Covers for Sp Events	0		0	0
219,300	-4,039	0	3703913	Transfer to Parks/Marina	219,300		219,300	219,300
10,000	9,421	3,176	3703919	Bank Service Charges	10,000		12,000	12,000
273,550	47,368	33,295		SUB TOTAL MATERIALS	273,055	0	276,069	277,442
157,575	44,177	0	3703912	Transfer to/from Reserve	108,253		121,114	180,834
157,575	44,177	0		SUB TOTAL OTHER CHARGES & TRANSFERS	108,253	0	121,114	180,834
12,500	3,639	0	3703550	Payment-in-Lieu of Taxes	13,000	*	13,500	14,000
12,500	3,639	0		SUB TOTAL FINANCIAL	13,000	0	13,500	14,000
550,225	189,463	39,789		TOTAL PARKING ADMIN & ENFORCEMENT	502,908	0	521,283	584,876
-70,000	-49,895	-8,722	87026	Parking Lot Revenue - Parking Passes	-67,500		-82,000	-97,500
-100,000	-101,558	-42,372	87027	Parking Fines - Parking Tickets	-110,000	*	-115,000	-120,000
-330,000	-196,815	-31,923	87053	Revenue - Victoria Park	-294,000		-294,000	-300,000
-187,500	-153,032	-35,292	87069	Parking Revenue - Downtown	-191,250		-191,250	-229,500
-687,500	-501,300	-118,309		TOTAL REVENUE	-662,750	0	-682,250	-747,000

*Indicates increase over previous year

**TOWN OF COBOURG
2021 OPERATING BUDGET ESTIMATES**

BUDGET JUSTIFICATION

COMMITTEE: **PUBLIC WORKS**

FUNCTION/ACTIVITY: **PARKING ADMIN & ENFORCEMENT**

ACCOUNT #: **3700.3**

STATEMENT OF PURPOSE: To enforce Parking Bylaws.	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
PERFORMANCE DATA:	2021	3703171	Software Maintenance	- AIMS - web support & maintenance
	2021	3703180	Cell Phone - Handheld Devices	Handheld devices for parking software
	2021	3703220	Printing	Hand tag parking permits - \$1,700. Ticket stock \$2,170 possible parking ticket books in 2021.
	2021	3703250	Memberships & Subscriptions	Ontario Traffic Council - \$350
	2021	3703680	Other Equip Maint & Rep	Parts / service / travel to repair pay & display machines.
	2021	3703913	Transfer to Parks	Beach Washrooms - 2021- \$69,300 Parks Revenue - 2021 - \$100,000 Marina - 2021 - \$40,000 Harbour - 2021 - \$10,000
	2021	3703919	Bank Service Charges	AIMS Web - parking payments / permit sales will increase payments / parking tickets / paid parking. ***** Parking lot revenues are based on proposed rate increases

TOWN OF COBOURG
2021 OPERATING BUDGET ESTIMATES

PERFORMANCE SUMMARY PARKING ENFORCEMENT

CATEGORY	2020 Actual	2021 ESTIMATE	2022 ESTIMATE	2023 ESTIMATE
PARKING SPACES PATROLLED				
ON STREET	257	257	257	257
PARKING LOTS	849	849	849	849
TOTAL SPACES	1,106	1,106	1,106	1,106
NUMBER OF OFFICERS	2/4	2/4	2/4	2/4
ENFORCEMENT STATS				
POLICE DEPARTMENT	100	100	100	100
FIRE	20	20	20	20
BY-LAW UNIT	1,300	5,000	5,500	6,000
TOTAL	1,420	5,120	5,620	6,120
REVENUES				
TICKET REVENUE	42,372	110,000	115,000	120,000
PARKING PERMITS	8,722	67,500	82,000	97,500
PARKING PERMITS - VICTORIA PARK				
DOWNTOWN COIN REVENUE	35,292	191,250	191,250	229,500
REVENUE - VICTORIA PARK	31,923	294,000	294,000	300,000
DBIA	0	0	0	0
TOTAL REVENUE	118,309	662,750	682,250	747,000

TOWN OF COBOURG
2021 OPERATING BUDGET ESTIMATES

ENVIRONMENTAL SUMMARY

FUNCTION	2020 BUDGET	2020 YTD	2021 DEPT REQUEST	%	2021 FINAL APPROVED	%	2022 FORECAST	2023 FORECAST
STORM PUMP STATIONS	28,925	17,066	29,525	2.1	0	(100.0)	30,116	30,718
GARBAGE COLLECTION	6,000	13,975	6,000	0.0	0	(100.0)	6,000	6,000
TOTAL EXPENDITURES	34,925	31,041	35,525	1.7	0	(100.0)	36,116	36,718
 LONG TERM DEBT CHARGES	 89,000	 88,621		 0	 (100.0)	 0	 -	 0
** Detail in Long Term Debt Charges Section								

**TOWN OF COBOURG
2021 OPERATING BUDGET ESTIMATES**

COMMITTEE: **ENVIRONMENTAL**

FUNCTION/ACTIVITY: **STORM PUMP STATIONS**

ACCOUNT#: **4200.10**

2020	2019	2020			2021		2021	2022	2023
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
1,500	1,501	2,689	4200185	Alarm Line Charges	1,500			1,530	1,561
2,500	585	236	4200470	Building Maintenance - Exterior	2,500			2,550	2,601
2,500	1,410	2,624	4200681	144 Division Storm Maint	2,500			2,550	2,601
3,500	3,268	2,181	4200682	519 Division Storm Maint	3,500			3,570	3,641
3,500	2,048	2,210	4200683	505 William Storm Maint	3,500			3,570	3,641
11,500	10,744	7,126	4200840	Utilities	12,000	*		12,240	12,485
25,000	19,556	17,066		SUB TOTAL MATERIALS	25,500	*	0	26,010	26,530
3,925	3,673	0	4200541	Payment-in-Lieu Taxes	4,025	*		4,106	4,188
3,925	3,673	0		SUB TOTAL FINANCIAL	4,025	*	0	4,106	4,188
28,925	23,229	17,066		TOTAL STORM PUMP STATIONS	29,525	*	0	30,116	30,718

**TOWN OF COBOURG
2021 OPERATING BUDGET ESTIMATES**

BUDGET JUSTIFICATION

COMMITTEE: **ENVIRONMENTAL**

FUNCTION/ACTIVITY: **STORM PUMP STATIONS**

STATEMENT OF PURPOSE: To provide preventive and emergency maintenance of the Storm Sewage Pumphouses.	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
PERFORMANCE DATA: 3 pumping stations/6 pumps. Stations beginning to show their age. Extra funds budgeted for repairs.	2021	4200185	Alarm Line Charges	Annual monitoring and reporting fee for alarms at Storm Pump Stations.
	2021	4200470	Building Maintenance - Exterior	Repairs to pump station structure
	2021	4200681	144 Division St - Division South PS	General repair and upkeep of pump station
	2021	4200682	519 Division St - Division North PS	General repair and upkeep of pump station
	2021	4200683	505 William St Pump Station	General repair and upkeep of pump station
	2021	4200840	Utilities	Cost of heat and hydro at pump stations

**TOWN OF COBOURG
2021 OPERATING BUDGET ESTIMATES**

COMMITTEE: **ENVIRONMENTAL**

FUNCTION/ACTIVITY: **GARBAGE COLLECTION**

ACCOUNT#: **4300.10**

2020	2019	2020			2021		2021	2022	2023
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
0	7,757	5,110	431010	Payroll Salaries & Wages	0		0	0	0
0	2,042	1,388	431030	Payroll Benefits	0		0	0	0
0	9,799	6,498		SUB TOTAL SALARIES, WAGES & BENEFITS	0		0	0	0
1,000	1,298	4,092	4310680	Other Equipment Maintenance & Repair	1,000			1,000	1,000
1,000	1,298	4,092		SUB TOTAL MATERIALS	1,000		0	1,000	1,000
5,000	2,596	3,385	4310480	Garbage Removal	5,000			5,000	5,000
5,000	2,596	3,385		SUB TOTAL CONTRACTED SERVICES	5,000		0	5,000	5,000
6,000	13,693	13,975		TOTAL GARBAGE COLLECTION	6,000		0	6,000	6,000

12-21-20

*Indicates increase over previous year

TOWN OF COBOURG
2021 OPERATING BUDGET ESTIMATES

BUDGET JUSTIFICATION

COMMITTEE: **ENVIRONMENTAL**

FUNCTION/ACTIVITY: **GARBAGE COLLECTION**

STATEMENT OF PURPOSE: Municipal curbside collection program and operation of Municipal Transfer Station.	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
	2021	4310650	Other Equipment Maintenance & Repairs	Ongoing maintenance and repairs needed on litter and recycling containers throughout the downtown area. Including insert repairs, lock repairs, lid repairs, etc.
PERFORMANCE DATA:	2021	4310480	Garbage Removal	Public Works bin