

**TOWN OF COBOURG**  
**2021 OPERATING BUDGET ESTIMATES**

**PARKS AND RECREATIONAL FACILITIES SUMMARY**

FUNCTION	2020 BUDGET	2020 YTD	2021 DEPT REQUEST	%	2021 FINAL APPROVED	%	2022 FORECAST	2023 FORECAST
<b>PARKS</b>								
ADMINISTRATION	1,646,233	936,335	1,692,155	2.8	0	(100.0)	1,808,603	1,868,481
OPERATING	639,029	796,140	666,466	4.3	0	(100.0)	787,786	798,719
SUBTOTAL PARKS EXP.	2,285,262	1,732,475	2,358,621	3.2	0	(100.0)	2,596,389	2,667,200
PARKS REVENUE	-156,000	-20,220	-157,000	0.6	0	(100.0)	-157,800	-158,600
<b>NET PARKS</b>	2,129,262	1,712,255	2,201,621	3.4	0	(100.0)	2,438,589	2,508,600
<b>AQUATICS LIFEGUARDS</b>	204,805	102,500	200,033	(2.3)	0	(100.0)	215,000	230,000
<b>OUTDOOR RINK</b>	43,300	22,735	36,400	(15.9)	0	(100.0)	38,115	39,836
<b>LEGION FIELDS</b>								
LEGION FIELDS EXP.	39,800	19,015	27,800	(30.2)	0	(100.0)	43,300	44,708
LEGION FIELDS REVENUE	-37,000	0	-14,000	(62.2)	0	(100.0)	-39,250	-39,500
NET LEGION FIELDS	2,800	19,015	13,800	(592.9)	0	(100.0)	4,050	5,208
<b>MARINA</b>								
MARINA EXPENDITURES	707,540	572,692	767,040	8.4	0	(100.0)	788,440	788,440
MARINA REVENUE	-707,540	-473,039	-767,040	8.4	0	(100.0)	-788,440	-788,440
NET MARINA	0	99,653	0	0.0	0	0.0	0	0
<b>DREDGE</b>								
DREDGE EXPENDITURES	149,409	244,474	180,000	20.5	0	(100.0)	189,182	192,368
DREDGE REVENUE	-105,000	-143,794	-180,000	71.4	0	(100.0)	-80,000	-80,000
NET MARINA	44,409	100,680	0	0.0	0	0.0	109,182	112,368
<b>CAMPGROUND</b>								
CAMPGROUND EXP.	186,340	86,108	185,348	(0.5)	0	(100.0)	275,632	252,323
CAMPGROUND REVENUES	-313,000	-203,589	-331,000	5.8	0	(100.0)	-337,700	-344,400
NET CAMPGROUND	-126,660	-117,481	-145,652	15.0	0	(100.0)	-62,068	-92,077
<b>BEACH WASHROOMS</b>	700	3,480	4,950	-	0	-	6,450	7,950

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**PARKS AND RECREATIONAL FACILITIES SUMMARY**

FUNCTION	2020 BUDGET	2020 YTD	2021 DEPT REQUEST	%	2021 FINAL APPROVED	%	2022 FORECAST	2023 FORECAST
<b>HARBOUR</b>	174,937	145,624	217,964	24.6	0	(100.0)	226,079	232,219
<b>ARENA</b>								
ARENA EXPENDITURES	115,250	101,646	100,750	(12.6)	0	(100.0)	127,325	128,979
ARENA REVENUE	-26,200	-24,200	-26,200	0.0	0	(100.0)	-26,200	-26,200
NET ARENA	89,050	77,446	74,550	(16.3)	0	(100.0)	101,125	102,779
<b>COMMUNITY CENTRE</b>								
COMMUNITY CENTRE EXP	2,637,930	1,884,541	2,184,455	(17.2)	0	(100.0)	2,846,122	2,903,745
COMMUNITY CENTRE REV	-1,400,570	-467,145	-949,770	(32.2)	0	(100.0)	-1,401,070	-1,401,070
NET COMMUNITY CENTRE	1,237,360	1,417,396	1,234,685	(0.2)	0	(100.0)	1,445,052	1,502,675
<b>SENIORS ACTIVITY CENTRE</b>								
SENIORS ACTIVITY CENTRE EXP	233,790	129,139	188,885	(19.2)	0	(100.0)	246,043	251,635
SENIORS ACTIVITY CENTRE REV	-102,730	-59,522	-87,580	(14.7)	0	(100.0)	-105,080	-105,080
NET SENIORS ACTIVITY CENTRE	131,060	69,617	101,305	(22.7)	0	(100.0)	140,963	146,555
<b>TOTAL PARKS &amp; RECREATION</b>								
TOTAL PARKS & REC EXP	6,779,063	5,044,429	6,452,246	(4.8)	0	(100.0)	7,598,077	7,739,403
TOTAL PARKS & REC REVENUE	-2,848,040	-1,391,509	-2,512,590	(11.8)	0	(100.0)	-2,935,540	-2,943,290
NET PARKS & RECREATION	3,931,023	3,652,920	3,939,656	0.2	0	(100.0)	4,662,537	4,796,113
LONG TERM DEBT CHARGES	89,000	598,303	81,200	-	0	-	81,200	118,000
** Detail in Long Term Debt Charges Section								

**TOWN OF COBOURG  
2021 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **PARKS - REVENUE**

ACCOUNT#: **880**

2020	2019	2020			2021		2021	2022	2023
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
-20,000	-20,000	0	8802	Victoria Park Canteen	-20,000			-20,000	-20,000
-100,000	-80,730	0	8804	Parking Revenue	-100,000			-100,000	-100,000
-12,000	-14,045	-945	8806	User Fees	-12,500			-13,000	-13,500
-5,000	-5,000	0	8809	Donation From DBIA - For Baskets	-5,000			-5,000	-5,000
-2,000	-1,614	325	88011	Beach Rentals	-2,500			-2,800	-3,100
-6,000	-23,583	0	88012	Donations	-6,000			-6,000	-6,000
-11,000	-11,760	-19,600	871137210	Federal Grants Student Wages	-11,000			-11,000	-11,000
-156,000	-156,732	-20,220		TOTAL PARKS RECEIPTS	-157,000		0	-157,800	-158,600
2,285,262	2,197,594	1,732,475		TOTAL PARKS EXPENDITURES	2,358,621	*	0	2,596,389	2,667,200
2,129,262	2,040,862	1,712,255		COST TO TOWN	2,201,621	*	0	2,438,589	2,508,600

2020-12-21

\*Indicates increase over previous year

**TOWN OF COBOURG**  
**2021 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **PARKS REVENUE**

ACCOUNT #: 880

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
Various park facilities generate revenue to offset some of the operating costs of the parks department.	2021	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.
	2021	8806	User Fees	Rentals for Pavilion in Victoria Park
PERFORMANCE DATA:	2021	8809	Donation from DBIA	To assist with downtown beautification flower baskets
	2021	88011	User Fees	Beach Rentals
	2021	88012	Parks Donations	Public donations for memorial benches, etc.

**TOWN OF COBOURG  
2021 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **PARKS ADMINISTRATION**

ACCOUNT#: **7200.20**

2020 BUDGET	2019 YTD	2020 YTD	CODE	OBJECT	2021 DEPT REQUEST	*	2021 FINAL APPROVED	2022 FORECAST	2023 FORECAST
797,734	486,308	468,718	721010	Payroll Salaries & Wages	798,397			819,729	834,414
44,686	32,779	19,439	721011	Payroll - Overtime	45,105			45,872	46,652
0	0	0	721012	Payroll - Standby	0			0	
192,173	35,826	21,500	721015	Payroll - Part-time	169,529			197,028	200,377
270,210	134,226	134,334	721030	Payroll Benefits	272,556			296,854	319,857
33,630	4,186	2,760	721031	Payroll Benefits - Part-time	29,668			38,420	43,081
5,500	5,835	5,239	721050	Clothing	5,500			5,500	5,500
4,500	4,068	1,849	721051	Personal Protective Equipment	4,700	*		5,000	5,300
2,500	1,621	2,011	721060	Footwear	2,500			2,500	2,500
2,000	2,794	513	721080	Meal Allowance	2,000			2,000	2,000
1,352,933	707,643	656,363		SUB TOTAL SALARIES, WAGES & BENEFITS	1,329,955		0	1,412,903	1,459,681
5,000	3,001	2,148	7210150	Office Supplies	3,000			3,500	4,000
4,800	6,165	5,940	7210180	Telephone & Answering Svc	4,800			5,000	5,200
1,000	111	0	7210190	Communication License	1,000			1,000	1,000
400	0	773	7210210	Advertising & Promotion	400			400	400
700	0	170	7210250	Memberships & Subscrip'ns	700			700	700
10,000	12,470	523	7210260	Training & Courses	7,500			12,000	14,000
13,000	9,070	5,732	7210450	Heat	13,500	*		14,000	14,500
14,600	18,507	15,906	7210460	Utilities	14,900	*		15,200	15,500
20,000	25,824	32,548	7210470	Building Maintenance	20,000			20,000	20,000
15,400	8,734	10,859	7210500	Custodial / Cleaning Supplies	15,400			15,400	15,400
55,000	64,681	55,771	7210600	Vehicle Maintenance	55,000			65,000	70,000
40,000	48,992	41,235	7210650	Gasoline	40,000			42,000	44,000
6,000	4,096	5,148	7210670	Small Equipment Purchases	6,000			6,500	7,000
3,000	3,821	2,783	7210850	Special Project - Blue Flag	0			0	0
0	0	0	7210851	Special Project - YMCA PCC - Feasibility Study	0			0	0
0	0	0	7210912	Recoveries - Holdco	0			0	0
188,900	205,472	179,536		SUB TOTAL MATERIALS	182,200		0	200,700	211,700
34,400	33,226	30,436	7210320	Liability Insurance	40,000	*		42,000	44,100
0	468	0	7210360	Consultant Fee - Waterfront Master Plan	0			0	0
34,400	33,694	30,436		SUB TOTAL CONTRACTED SERVICES	40,000	*	0	42,000	44,100
70,000	70,000	70,000	7210930	Transfer to Vehicle Reserve	140,000	*		153,000	153,000
70,000	70,000	70,000		SUB TOTAL OTHER CHARGES & TRANSFERS	140,000	*	0	153,000	153,000
1,646,233	1,016,809	936,335		TOTAL PARKS ADMINISTRATION	1,692,155	*	0	1,808,603	1,868,481

2020-12-21

\*Indicates increase over previous year

**TOWN OF COBOURG  
2021 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.	2021	721015	Salaries & Wages Part Time	Cityworks Student to assist with work orders Recovery from Special Events for staff time during events.
	2021	721051	Personal Protective Equipment	Sharps containers, gloves, hard hats
	2021	7210250	Memberships & Subscriptions	Ontario Parks Association - \$691
	2021	7210260	Training & Courses	Professional development and mandatory training for certifications, health & safety,etc.
	2021	7210470	Building Maintenance	Costs of Building 7 shared evenly with Public Works
	2021	7210600	Vehicle Maintenance	Increase to reflect actual maintenance requirements (including \$3,000 for mandatory maintenance program)
	2021	7210930	Transfer to Vehicle Reserve	Re-evaluation in 2020 requires \$153,000

**TOWN OF COBOURG  
2021 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **PARKS MAINTENANCE**

ACCOUNT#: **7200.30**

2020	2019	2020			2021		2021	2022	2023
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
0	208,441	152,131	723010	Payroll Salaries & Wages	0		0	0	0
0	29,166	9,830	723011	Payroll - Overtime	0		0	0	0
0	97,423	14,334	723015	Payroll Part Time Wages	0		0	0	0
0	75,211	54,909	723030	Payroll Benefits	0		0	0	0
0	13,359	1,800	723031	Payroll Part Time Benefit	0		0	0	0
0	423,600	233,004		SUB TOTAL SALARIES, WAGES & BENEFITS	0		0	0	0
72,000	66,164	47,020	7230460	Utilities	72,500			73,000	73,500
15,000	9,823	4,356	7230470	Building Maintenance	15,000			17,000	19,000
3,000	2,752	1,340	7230475	Signs	3,200	*		3,500	3,800
10,000	8,531	3,923	7230500	Cleaning Maintenance	10,000			10,000	10,000
7,500	8,959	2,236	7230510	Electrical Repairs	7,500			7,500	7,500
5,000	5,111	4,929	7230520	Plumbing Repairs	5,000			5,000	5,000
0	0	0	NEW	COVID-19 Supplies	3,800			3,900	4,000
20,000	21,732	10,527	7230570	Property Improvements	21,000	*		22,000	23,000
8,000	3,103	971	7230691	Equipment Rental	8,000			8,500	9,000
140,500	126,175	75,302		SUB TOTAL MATERIALS	146,000	*	0	150,400	154,800
25,000	26,167	13,220	7230480	Garbage Removal	25,000			25,000	25,000
0	0	0	NEW	COVID-19 Contracts	25,000			29,000	29,000
20,000	19,694	22,198	7230751	Parks Maintenance Contracts	21,000	*		22,000	23,000
15,000	0	0	7230755	Port-A-Potties	33,000	*		35,000	37,000
32,000	22,119	0	7230750	Bylaw Enforcement	34,000	*		36,000	38,000
0	7,927	0	7230850	Special Project - Victoria Park Bandshell	0	*		0	0
0	4,622	0	7230851	Special Project - Splashpad Repairs	0			0	0
2,000	0	0	7230852	Special Project - Trash to Treasure	0			2,000	2,000
94,000	80,529	35,418		SUB TOTAL CONTRACTED SERVICES	138,000	*	0	149,000	154,000
18,400	19,680	19,293	7230540	Rent - Dog Park	18,400			20,400	22,400
18,400	19,680	19,293		SUB TOTAL FIINANCIAL	18,400		0	20,400	22,400
252,900	649,984	363,017		TOTAL PARKS MAINTENANCE	302,400	*	0	319,800	331,200

2020-12-21

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**TOWN OF COBOURG  
2021 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **PARKS MAINTENANCE**

ACCOUNT #: **7200.30**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
To manage and maintain all large and small parks and all buildings and facilities located therein including the operations building.	2021	7230540	Rent - Dog Park	Rental of Dog Park - \$1,526.40 / month
	2021	NEW	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	2021	7230570	Property Improvements	To maintain stock of tables and benches, repair garbage containers, install parking barriers and paint buildings.
	2021	NEW	COVID-19 Contracts	Additional Cleaning contracts, Port-a-Potties
	2021	7230691	Equipment Rentals	Cost of equipment rentals for maintenance.
	2021	7230751	Parks Maintenance Contractor	Annual additional support to maintain park flower beds, shrubs, etc.
	2021	7230755	Port-A-Potties	Victoria Park (summer) to meet demand
	2022/2023	7230852	Special Project - Trash to Treasure	Trash to Treasure Pilot Program



**TOWN OF COBOURG  
2021 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **HORTICULTURE**

ACCOUNT#: **7200.20**

2020	2019	2020			2021		2021	2022	2023
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
0	73,423	73,215	722010	Payroll Salaries & Wages	0		0	0	0
0	9,531	6,636	722011	Payroll - Overtime	0		0	0	0
0	45,248	1,150	722015	Payroll Part Time Wages	0		0	0	0
0	24,342	27,056	722030	Payroll Benefits	0		0	0	0
0	5,356	140	722031	Payroll Students Benefits	0		0	0	0
0	157,900	108,197		SUB TOTAL SALARIES, WAGES & BENEFITS	0		0	0	0
16,800	12,622	11,173	7220450	Heat	16,900			17,000	17,100
5,400	6,438	5,670	7220460	Utilities	5,800	*		6,000	6,200
6,000	5,843	2,242	7220470	Building Maintenance	6,500	*		7,000	7,500
0	0	0	7220475	Ecology Garden Maintenance	0			0	0
27,000	26,556	27,514	7220506	Horticulture Supplies	27,000			30,000	32,000
15,000	15,276	10,593	7220550	Horticulture - Downtown Beautification	15,000			16,000	17,000
0	0	0	7220850	Special Project - Communities in Bloom	0			0	0
70,200	66,735	57,192		SUB TOTAL MATERIALS	71,200		0	76,000	79,800
70,200	224,635	165,389		TOTAL HORTICULTURE	71,200		0	76,000	79,800

2020-12-21

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**TOWN OF COBOURG  
2021 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.	2021	7220505	Horticultural Supplies	This line item includes: Seed Cuttings Fertilizer Plant Medium Containers Biological Control Seniors Program Plants, bulbs, shrubs and trees
	2021	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  
2021 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **FORESTRY SERVICES**

ACCOUNT#: **3100.110**

2020	2019	2020			2021		2021	2022	2023
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
64,639	79,503	90,257	311110	Payroll Salaries & Wages	43,591			66,505	67,635
6,500	7,938	1,038	311111	Payroll - Overtime	4,000			6,610	6,723
9,544	11,562	0	311115	Payroll Part Time Wages	0			9,999	10,169
22,476	26,468	30,373	311130	Payroll Benefits	16,000			26,322	28,256
1,670	1,345	0	311131	Payroll Part Time Benefits	0			1,950	2,186
200	203	203	311160	Footwear	200			200	200
105,029	127,019	121,871		SUB TOTAL SALARIES, WAGES & BENEFITS	63,791		0	111,586	115,169
250	32	150	3111150	Office Supplies	250			300	350
650	697	477	3111250	Memberships & Subscriptions	775	*		800	850
1,500	1,581	1,012	3111260	Training & Courses	1,500			2,500	3,000
2,500	550	413	3111650	Gasoline	2,500			2,800	3,100
2,500	2,434	2,510	3111680	Other Equip Maint & Repairs	2,500			2,500	2,500
40,000	32,450	25,878	3111853	Special Project - Emerald Ash	40,000			50,000	55,000
5,000	3,708	2,290	3111854	Special Project - Open Space Maintenance	5,000			5,000	5,000
4,000	453	382	3111855	Special Project - Forest Inventory Program	4,250	*		4,500	4,750
0	0	0	3111856	Special Project - Neighbor Wood Program	0			0	0
56,400	41,905	33,112		SUB TOTAL MATERIALS	56,775		0	68,400	74,550
70,000	51,715	64,328	3111750	Contracts - Tree Planting	70,000			70,000	70,000
12,000	5,927	8,281	3111751	Contracts - Emergency Removals Hazards	12,000			13,000	14,000
0	0	0 NEW		Special Project - More Tree Planting as per PRAC	25,000			25,000	25,000
30,000	21,198	13,641	3111753	Contracts - Tree Maintenance	30,000			31,000	32,000
112,000	78,840	86,250		SUB TOTAL CONTRACTED SERVICES	137,000	*	0	139,000	141,000
-25,000	-25,000	-25,000	871153111	Transfer - Tree Levy Reserve	-35,000			-25,000	-25,000
-25,000	-25,000	-25,000		SUB TOTAL OTHER CHARGES & TRANSFERS	-35,000		0	-25,000	-25,000
248,429	222,764	216,233		TOTAL ROADSIDE TREE TRIMMING	222,566		0	293,986	305,719

12-21-20

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**TOWN OF COBOURG  
2021 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
				2021	3111250	Memberships & Subscriptions	ISA Dues - \$475 ISAO - \$250 Forests Ontario - \$50
<b>PERFORMANCE DATA:</b>				2021	3111260	Training & Courses	Industry standards - specific training for new bug species.
Trees	2018	2019	2020	2021	3111853	Special Project - Emerald Ash	Additional Ash tree removal due to EAB - increase to 2015 level - replacement included in Tree Planting budget.
Removed	81	164	100				
Planted	208	150	160	2021	3111854	Special Project - Open Space Maintenance	Tree trimming, etc.
Feed/Preserve	697	350	190				
Prune	596	416	400	2021	3111855	Special Project - Forest Inventory Program	GIS inventory for maintenance of public trees.
Mulch	605	500	250				
Service Requests	290	285	350	2021	NEW	Special Project - More Tree Planting as per PRAC	Additional tree planting in right of way to replace ash trees
Inspections	756	935	500				
Mulch - Right of Way and Parks trees							

**TOWN OF COBOURG  
2021 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **PARKS ATHLETIC FACILITIES**

ACCOUNT#: **7200.40**

2020	2019	2020			2021		2021	2022	2023
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
0	5,005	702	724010	Payroll Salaries & Wages	0		0	0	0
0	0	114	724011	Payroll - Overtime	0		0	0	0
0	180	0	724015	Payroll Part Time Wages	0		0	0	0
0	1,917	293	724030	Payroll Benefits	0		0	0	0
0	20	0	724031	Payroll Part Time Benefit	0		0	0	0
0	7,122	1,109		SUB TOTAL SALARIES, WAGES & BENEFITS	0		0	0	0
18,500	19,230	7,677	7240475	Athletics Field Mtce	19,000	*		20,000	21,000
5,000	6,082	3,994	7240570	Property Improvements	5,500	*		6,000	6,500
23,500	25,312	11,671		SUB TOTAL MATERIALS	24,500	*	0	26,000	27,500
8,000	1,420	0	7240551	Port-A-Potties	8,500	*		9,000	9,500
0	0	0 NEW		COVID-19 Contracts	1,000			1,000	1,000
0	0	0 NEW		Sp Proj - Conditon Assessment Donegan Washroom				20,000	
8,000	1,420	0		SUB TOTAL CONTRACTED SERVICES	9,500	*	0	30,000	10,500
31,500	33,854	12,780		TOTAL PARKS ATHLETIC FACILITIES	34,000	*	0	56,000	38,000

2020-12-21

\*Indicates increase over previous year

**TOWN OF COBOURG  
2021 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	2021	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
	2021	7240551	Port-A-Potties	Donegan Park, Westwood, James, Tracy, Cobourg Conservation Area, Peace Park (if required due to fishing.
	2021	7240570	Property Improvements	Replenish clay at Legion Fields and Donegan, etc.
	2022	NEW	Sp Project - Condition Assessment Donegan Park Washroom/Canteen/ Changeroom	A baseline property condition assessment was done for the assist management plan Jan 31, 2020. The findings report major deficiencies in the building and further detail and investigation are required across all areas of the building.

**TOWN OF COBOURG  
2021 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **PARKS TURF MAINTENANCE**

ACCOUNT#: **7200.50**

2020	2019	2020			2021		2021	2022	2023
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
0	4,395	1,697	725010	Payroll Salaries & Wages	0		0	0	0
0	366	0	725011	Payroll Overtime	0		0	0	0
0	807	0	725015	Payroll Part Time Wages	0		0	0	0
0	1,601	996	725030	Payroll Benefits	0		0	0	0
0	95	0	725031	Payroll Part Time Benefit	0		0	0	0
0	7,264	2,693		SUB TOTAL SALARIES, WAGES & BENEFITS	0		0	0	0
12,000	19,040	19,427	7250600	Vehicle & Equipment Mtce	16,000	*		18,000	20,000
0	17,781	0	7250850	Special - Rebuild Wide Area Mower	0			0	0
0	-17,781	0	7250913	Recoveries - Equipment Reserve	0			0	0
12,000	19,040	19,427		SUB TOTAL MATERIALSS	16,000	*	0	18,000	20,000
12,000	26,304	22,120		TOTAL PARKS TURF MAINTENANCE	16,000	*	0	18,000	20,000

2020-12-21

\*Indicates increase over previous year

**TOWN OF COBOURG  
2021 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **PARKS TURF MAINTENANCE**

ACCOUNT #: **7200.50**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
To manage and maintain all Turf areas under our jurisdiction. Including all roadside cutting.	2021	7250600	Vehicle & Equipment Maintenance	Increased costs to maintain turf equipment
<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  
2021 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **CENTENNIAL POOL**

ACCOUNT#: **7200.60**

2020	2019	2020			2021		2021	2022	2023
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
5,000	3,851	3,560	7260450	Heat	5,000			5,000	5,000
7,500	6,169	5,491	7260460	Utilities	7,500			7,500	7,500
15,000	26,370	6,591	7260570	Property Improvements	7,600			15,000	15,000
4,000	854	959	7260580	Materials Repair	4,000			4,000	4,000
-7,500	-14,000	0	7260913	Recoveries - Holdco Reserve	-3,800			-7,500	-7,500
24,000	23,244	16,601		SUB TOTAL MATERIALS	20,300		0	24,000	24,000
24,000	23,244	16,601		TOTAL CENTENNIAL POOL	20,300		0	24,000	24,000

2020-12-21

\*Indicates increase over previous year

**TOWN OF COBOURG**  
**2021 OPERATING BUDGET ESTIMATES**

## ***BUDGET JUSTIFICATION***

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: ***CENTENNIAL POOL***

ACCOUNT #: **7200.60**

<b>STATEMENT OF PURPOSE:</b> Maintenance on Centennial Pool, built in 1967.	<b>HIGHLIGHTS/EXPLANATIONS:</b>			
	<b>YEAR</b>	<b>CODE</b>	<b>OBJECT</b>	<b>DETAILS</b>
				YMCA staff maintain and operates programs at Centennial Pool. Town owned facility.
<b>PERFORMANCE DATA:</b>				

**TOWN OF COBOURG**  
**2021 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: AQUATICS LIFEGUARDS

ACCOUNT#: **7650.100**

2020	2019	2020			2021		2021	2022	2023
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
194,805	189,300	97,500	7650750	Lifeguards & Supplies	200,033	*		215,000	230,000
10,000	10,000	5,000	7650751	Grants & Transfers	0			0	0
0	23,964	0	7650850	Special Project - Lifeguard Chairs	0			0	0
0	0			Recoveries - 2017 Lifeguard Chair	0			0	
204,805	223,264	102,500		SUB TOTAL OTHER CHARGES & TRANSFERS	200,033		0	215,000	230,000
204,805	223,264	102,500		TOTAL AQUATICS LIFEGUARDS	200,033		0	215,000	230,000

2020-12-21

\*Indicates increase over previous year

**TOWN OF COBOURG  
2021 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:			DETAILS
	YEAR	CODE	OBJECT	
	2021	7650940	Lifeguards & Supplies	Contract with YMCA to operate Centennial Pool and provide lifeguarding services at Victoria Beach.
<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			

**TOWN OF COBOURG  
2021 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **OUTDOOR RINK**

ACCOUNT#: **7200.70**

2020	2019	2020			2021		2021	2022	2023
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
0	969	0	727015	Payroll Full Time Wages	0		0	0	0
0	0	0	727011	Overtime	0		0	0	0
0	176	0	727031	Payroll FT Time Benefits	0		0	0	0
0	1,145	0		SUB TOTAL SALARIES, WAGES & BENEFITS	0		0	0	0
15,000	17,696	18,923	7270460	Utilities	17,500	*		18,000	18,500
1,000	289	36	7270600	Vehicle Maint & Repairs	1,000			1,000	1,000
2,500	5,120	80	7270670	Other Equipment Purchases	2,500			3,000	3,500
6,000	13,777	2,065	7270680	Other Equipment Maint & Repairs	6,100			6,200	6,300
7,000	6,965	0	7270681	Setup / Tear Down	7,000			7,500	8,000
10,000	0	0	7270851	Special Project - Butterfly Wings Replacement	0			0	0
41,500	43,847	21,104		SUB TOTAL MATERIALS	34,100		0	35,700	37,300
1,800	1,709	1,631	7270320	Liability Insurance	2,300	*		2,415	2,536
1,800	1,709	1,631		SUB TOTAL CONTRACTED SERVICES	2,300	*	0	2,415	2,536
43,300	46,701	22,735		TOTAL OUTDOOR RINK	36,400		0	38,115	39,836

2020-12-21

\*Indicates increase over previous year

**TOWN OF COBOURG**  
**2021 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **OUTDOOR RINK**

ACCOUNT #: **7200.70**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
Maintenance and operation of fountain / rink facility at Rotary Waterfront Park.	2021	7270320	Liability Insurance	Allocation of liability insurance to this budget.
	2021	7270680	Other Equipment Maint & Repairs	General routine maintenance Additional - repair of compressors
PERFORMANCE DATA:				

**TOWN OF COBOURG**  
**2021 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

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

ACCOUNT#: **882**

2020	2019	2020			2021		2021	2022	2023
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
-7,000	-2,547	0	8821	Regular Season Play	-8,000	*		-8,250	-8,500
-5,000	-4,125	0	8822	Tournaments	-6,000	*		-6,000	-6,000
-25,000	-23,636	0	8824	Canteen	0			-25,000	-25,000
-37,000	-30,308	0		TOTAL LEGION FIELDS REVENUE	-14,000		0	-39,250	-39,500
39,800	65,835	19,015		TOTAL LEGION FIELDS EXPENDITURES	27,800		0	43,300	44,708
2,800	35,527	19,015		NET TO TOWN	13,800	*	0	4,050	5,208

2020-12-21

\*Indicates increase over previous year

**TOWN OF COBOURG  
2021 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **LEGION FIELDS**

ACCOUNT#: **7450.100**

2020	2019	2020		2021	2021	2022	2023	
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	* FINAL APPROVED	FORECAST	FORECAST
0	0	700	745010	Payroll Full Time Wages	0	0	0	0
0	0	92	745011	Payroll - Overtime	0	0	0	0
0	12,637	0	745015	Payroll Part Time Wages	0	0	0	0
0	0	218	745030	Payroll Full Time Benefits	0	0	0	0
0	1,320	0	745031	Payroll Part Time Benefit	0	0	0	0
0	13,957	1,010		SUB TOTAL SALARIES, WAGES & BENEFITS	0	0	0	0
4,000	2,732	2,598	7450450	Heat	4,000		4,300	4,400
7,700	13,125	7,503	7450460	Utilities	7,700		8,250	8,500
3,000	5,770	3,563	7450470	Building Maintenance	3,000		3,200	3,300
1,000	485	0	7450500	Cleaning Supplies	1,000		1,400	1,500
2,000	323	0	7450510	Electrical Repairs	2,000		2,200	2,300
2,000	1,456	1,586	7450520	Plumbing Repairs	2,000		2,200	2,300
4,500	3,940	0	7450570	Diamond Maintenance	4,500		5,500	6,000
12,500	13,849	0	7450830	Consummable Supplies	0		12,500	12,500
600	920	847	7450919	Bank Service Fees	600		600	600
37,300	42,600	16,097		SUB TOTAL MATERIALS	24,800	0	40,150	41,400
2,500	2,233	1,908	7450320	Liability Insurance	3,000	*	3,150	3,308
0	7,045	0	7450850	Special Project - Legion Fields Pedstrian Bridge	0		0	0
2,500	9,278	1,908		SUB TOTAL CONTRACTED SERVICES	3,000	*	3,150	3,308
39,800	65,835	19,015		TOTAL LEGION FIELDS	27,800	0	43,300	44,708

2020-12-21

\*Indicates increase over previous year



**TOWN OF COBOURG  
2021 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
<b>PERFORMANCE DATA:</b> Hosted numerous provincial and OASA tournaments	2021	8824	Canteen	Closed for 2021
	2021	74503220	Liability Insurance	Allocation of liability insurance to this budget.
	2021	7450470	Building Maintenance	Increase to reflect actual maintenance costs
	2022/2022	7450830	Consumables Supplies	Food and Beverage supplies to operate the canteen. Canteen closed for 2021

**TOWN OF COBOURG  
2021 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **MARINA**

ACCOUNT#: **883**

2020	2019	2020			2021		2021	2022	2023
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
-100,000	-102,913	-113,720	8831	Transient Fees	-145,000			-150,000	-150,000
-285,000	-279,144	-110,672	8832	Seasonal Fees	-280,000			-290,000	-290,000
-35,000	-43,169	-42,997	8833	Winter Storage	-40,000			-40,000	-40,000
-5,100	-3,052	-2,983	8834	Sewage Pumpout Fees	-5,200			-5,200	-5,200
-175,000	-167,913	-156,089	8835	Fuel Sales	-190,000			-197,700	-197,700
-8,400	-11,159	-3,917	8836	Miscellaneous	-8,400			-8,400	-8,400
-6,000	-7,246	-4,260	8837	Launching Fees	-7,000			-4,000	-4,000
-30,000	-36,367	-13,635	8838	Liftout - in	-35,000			-30,000	-30,000
-2,000	-1,778	0	8839	Vending Revenue	0			-2,000	-2,000
-2,880	-1,475	0	88310	Marina Brochure Advertising	-2,880			-2,880	-2,880
-100	-148	0	88311	Finance Charges	-100			-100	-100
-6,100	-4,596	-5,166	88312	Reservation Fees	-5,000			-6,200	-6,200
-8,600	-7,585	0	88313	Facility Rentals	-5,100			-8,600	-8,600
-40,000	-32,292	0	88314	Parking Fees	-40,000			-40,000	-40,000
-3,360	-3,920	-19,600	88315	Summer Wage Grant	-3,360			-3,360	-3,360
-707,540	-702,757	-473,039		TOTAL MARINA REVENUES	-767,040		0	-788,440	-788,440
707,540	702,759	572,692		TOTAL MARINA EXPENDITURES	767,040	*	0	788,440	788,440
0	2	99,653		NET TO TOWN	0	*	0	0	0

2020-12-21

\*Indicates increase over previous year

# TOWN OF COBOURG

## 2021 OPERATING BUDGET ESTIMATES

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **MARINA**

ACCOUNT#: 7300.10

2020	2019	2020			2021	2021	2022	2023
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	* FINAL APPROVED	FORECAST	FORECAST
110,638	113,066	65,887	731010	Payroll - Full-time Wages	109,617		113,521	115,676
2,808	4,084	1,136	731011	Payroll - Overtime	2,968	*	2,969	3,019
92,802	85,638	122,694	731015	Payroll Part Time Wages	105,339	*	107,130	108,951
33,894	31,028	14,626	731030	Payroll - Full-time Benefits	34,440		37,933	41,022
16,240	9,965	16,622	731031	Payroll Part Time Benefit	18,434	*	20,890	23,424
1,200	985	128	731050	Clothing	1,200		1,200	1,200
257,582	244,766	221,093		SUB TOTAL SALARIES, WAGES & BENEFITS	271,998	*	0	283,292
800	392	330	7310150	Office Supplies	800		800	800
1,400	1,162	1,022	7310175	Internet Costs	1,400		1,400	1,400
2,100	2,031	1,823	7310180	Telephone & Answering Svc	2,100		2,100	2,100
6,000	518	0	7310210	Advertising & Promotions	3,000		6,000	6,000
2,000	1,794	1,028	7310220	Printing	2,000		2,000	2,000
100	75	6	7310240	Postage	300	*	300	300
1,400	1,503	999	7310250	Membership & Subscrip'ns	1,400		1,400	1,400
5,000	659	22	7310260	Training & Courses	3,000		5,000	5,000
1,500	531	240	7310270	Travel Expense	1,000		1,500	1,500
2,000	450	0	7310380	Conferences & Conventions	1,000		2,000	2,000
3,600	4,062	479	7310392	Ice Purchase	3,600		3,600	3,600
5,000	3,102	2,025	7310450	Heat	5,000		5,000	5,000
26,000	11,922	11,922	7310460	Utilities	26,000		26,000	26,000
10,000	9,742	8,891	7310470	Facilities Maintenance	10,000		10,000	10,000
5,000	3,822	680	7310500	Custodial/Cleaning Supplies	5,000		5,000	5,000
99,000	51,360	48,300	7310551	Dock Repair & Maintenance	99,000		53,000	53,000
19,500	19,517	26,998	7310552	Common Harbour Dredging Contribution	30,000	*	30,000	30,000
0	0	0	NEW	COVID-19 Supplies	4,100		4,200	4,300
140,000	142,716	157,892	7310650	Fuel	158,141	*	158,141	158,141
3,200	2,606	3,394	7310670	Other Equipment Purchases	3,200		3,200	3,200
7,000	5,103	3,912	7310680	Other Equip Maint & Rep	7,000		7,000	7,000
1,500	23	112	7310691	Small Equip Maint & Rep	1,500		1,500	1,500
1,400	1,065	11	7310830	Beverage Purchase	0		1,400	1,400
25,000	0	27,464	7310851	Special Project - Wireless Internet	0		0	0
0	0	0	7310855	Special Project - Online Reservation Software	0		0	0
17,000	16,252	11,817	7310919	Bank Service Fees Visa / MC / POS	18,000	*	18,000	18,000
0	0	0	NEW	Special Project - Surveillance System	0		5,000	0
0	4,430	1,112	7310856	Special Project - Air Conditioning Reception	0		0	0
385,500	284,837	310,479		SUB TOTAL MATERIALS	386,541		0	353,541
								348,641

2020-12-21

\*Indicates increase over previous year

**TOWN OF COBOURG  
2021 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **MARINA**

ACCOUNT#: **7300.10**

2020 BUDGET	2019 YTD	2020 YTD	CODE	OBJECT	2021 DEPT REQUEST	*	2021 FINAL APPROVED	2022 FORECAST	2023 FORECAST
9,500	9,186	8,742	7310320	Liability Insurance	11,500	*		12,075	12,679
2,500	2,746	2,722	7310480	Garbage Removal	2,300			2,300	2,300
10,000	4,519	1,913	7310550	Security Contract	0			10,000	10,000
2,100	2,001	2,136	7310750	Contracts	2,100			2,100	2,100
24,000	27,739	22,007	7310751	Liftout - In	24,000			24,000	24,000
48,100	46,191	37,520		SUB TOTAL CONTRACTED SERVICES	39,900		0	50,475	51,079
0	2,763	0	7310541	Payment in Lieu of Taxes	0			0	0
-4,742	89,202	0	7310912	Transfer to/From Reserve Funds	65,001	*		97,181	91,828
3,600	0	3,600	7310912	Transfer to Vehicle Reserve	3,600			3,600	3,600
17,500	35,000	0	7310910	Transfer to Harbour	0			0	0
16,358	126,965	3,600		SUB TOTAL OTHER CHARGES & TRANSFERS	68,601	*	0	100,781	95,428
707,540	702,759	572,692		TOTAL MARINA	767,040	*	0	788,440	788,440

2020-12-21

\*Indicates increase over previous year

# TOWN OF COBOURG 2021 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
			YEAR	CODE	DETAILS
PERFORMANCE DATA:			2021	8831	Transient Fees
			2021	88314	Parking Revenue
YEAR	TRANSIENT VISITORS	DOLLARS	2021	7310175	Internet Costs
1997	4180	\$102,019	2021	7310210	Advertising & Promotions
1998	4400	\$114,420	2021	7310220	Printing
1999	4500	\$111,800	2021	7310250	Memberships & Subscriptions
2000	4400	\$105,420			
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	2021	7310552	Marina Dredging
2008	4400	\$118,164			
2009	4500	\$137,758			
2010	4500	\$139,894			
2011	4000	\$128,343	2021	7310551	Dock Repairs
2012	3800	\$131,141			
2013	3873	\$139,306			
2014	3724	\$125,868			
2015	Unavailable	\$128,690	2021	NEW	COVID Supplies
2016	3413	\$154,561			
2017	2200	\$94,444 High water event	2022	NEW	Sp Project - Surveillance System
2018	3002	\$142,822			
2019	2400	\$100,325 High water event			
2020	2184	\$113,719 COVID-19	2021	7310912	Transfer to Vehicle Reserve

**TOWN OF COBOURG**  
**2021 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **DREDGING**

ACCOUNT#:

2020 BUDGET	2019 YTD	2020 YTD	CODE	OBJECT	2021 DEPT REQUEST	*	2021 FINAL APPROVED	2022 FORECAST	2023 FORECAST
-105,000	-131,045	-143,794	8881	Dredging Revenue	-180,000	*		-80,000	-80,000
-105,000	-131,045	-143,794		TOTAL DREDGING REVENUE	-180,000	*	0	-80,000	-80,000
149,409	130,210	244,474		TOTAL DREDGING EXPENDITURES	180,000	*	0	189,182	192,368
44,409	-835	100,680		NET TO TOWN	0	*	0	109,182	112,368

2020-12-21

\*Indicates increase over previous year

**TOWN OF COBOURG  
2021 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **DREDGING**

ACCOUNT#:

2020	2019	2020			2021		2021	2022	2023
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
52,769	22,134	67,493	736010	Payroll Salaries & Wages	50,585			53,411	54,543
0	478	8,179	736011	Payroll Overtime	787			800	814
1,140	14,785	4,419	736015	Payroll Part-time Salaries & Wages	1,166	*		1,186	1,206
16,351	7,479	23,196	736030	Payroll - Full-time Benefits	16,391			18,324	19,812
199	1,722	565	736031	Payroll Part-time Benefits	204	*		231	259
0	0	0	736020	Other Salaries & Wages	0	*		0	0
70,459	46,598	103,852		SUB TOTAL SALARIES, WAGES & BENEFITS	69,133		0	73,952	76,634
2,300	564	103	7360150	Administrative Services	2,300			2,300	2,300
350	0	0	7360180	Telephone & Answering	350			350	350
500	254	254	7360210	Advertising	1,500	*		1,500	1,500
1,500	1,557	0	7360260	Training & Courses	1,500			1,500	1,500
1,000	572	6,908	7360270	Travel Expenses	1,000			1,000	1,000
6,500	3,585	3,622	7360650	Gasoline	6,500			6,500	6,500
0	0	0 NEW		Other Equipment Purchases	5,000			5,000	5,000
12,000	21,183	77,075	7360680	Maintenance & Repairs	15,000	*		15,000	15,000
25,500	43,486	44,175	7360681	Equipment Setup	5,000			5,000	5,000
0	0	0 NEW		Contract Equipment Setup	7,000			7,000	7,000
49,650	71,201	132,137		SUB TOTAL MATERIALS	45,150		0	45,150	45,150
9,300	12,411	8,485	7360320	Insurance	9,600	*		10,080	10,584
9,300	12,411	8,485		SUB TOTAL CONTRACTED SERVICES	9,600	*	0	10,080	10,584
20,000	0	0	7360912	Transfer from/to Reserve - Capital Repayment	56,117	*		60,000	60,000
20,000	0	0		SUB TOTAL OTHER CHARGES & TRANSFERS	56,117	*	0	60,000	60,000
149,409	130,210	244,474		TOTAL DREDGING	180,000	*	0	189,182	192,368

2020-12-21

\*Indicates increase over previous year

**TOWN OF COBOURG**  
**2021 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
			2021	8881	Dredging Revenue	Cobourg Harbour Entrance Project - \$80,000 (Marina - \$30,000, Harbour - \$50,000) 2021 Contract - \$100,000
PERFORMANCE DATA:			2021	NEW	Other Equipment Purchases	Tools for dredge, will reduce having to rent or borrow equipment
	Cost	Site	2021	7360680	Maintenance & Repairs	Routine Maintenance - \$5,000 Unexpected Maintenance - \$10,000
1999	22,300	Fuel Dock				
2000	45,600	Entrance	2021	7360681	Equipment Setup	Town of Cobourg Setup - \$5,000
2003	33,063	Entrance				
2006	86,600	Entrance	2021	NEW	Contract Equipment Setup	To determine costs associate with contracts for equipment setup
2008	125,639	Entrance				
2010	Dredged entrance with Cobourg Dredge					
2011	Dredged entrance with Cobourg Dredge					
2012						
2013	Dredged Wellington, Port Hope and Cobourg entrance & inner harbour					
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					



**TOWN OF COBOURG  
2021 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **CAMPGROUND**

ACCOUNT#: **884**

2020	2019	2020			2021		2021	2022	2023
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
-25,000	-38,741	-16,247	8841	Seasonals	-22,500			-19,200	-15,900
-255,000	-252,967	-162,809	8842	Transient Trailers	-270,000	*		-280,000	-290,000
-12,000	-11,362	-5,010	8843	Transient Tents	-12,000			-12,000	-12,000
-1,000	-1,007	-675	8845	Sewage Pumpouts	-1,500	*		-1,500	-1,500
-6,000	-6,031	-2,729	8846	Miscellaneous	-6,000			-6,000	-6,000
-14,000	-15,600	-8,279	8847	Reservation Fee	-14,000			-14,000	-14,000
0	-3,920	-7,840	88413	Federal Grants - Wages	-5,000			-5,000	-5,000
-313,000	-329,628	-203,589		TOTAL TOURIST PARK REVENUES	-331,000	*	0	-337,700	-344,400
186,340	132,935	86,108		TOTAL TOURIST PARK EXPENDITURES	185,348		0	275,632	252,323
-126,660	-196,693	-117,481		NET TO TOWN	-145,652	*	0	-62,068	-92,077

2020-12-21

\*Indicates increase over previous year

**TOWN OF COBOURG  
2021 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **CAMPGROUND**

ACCOUNT#: **7300.20**

2020	2019	2020			2021	2021	2022	2023
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	* FINAL APPROVED	FORECAST	FORECAST
44,450	37,260	28,001	732010	Payroll - Full-time Wages	42,943		45,814	46,993
1,061	1,424	657	732011	Payroll Overtime	1,113		1,132	1,151
37,501	34,921	7,290	732015	Payroll Part Time Wages	37,980		38,626	39,283
11,480	11,689	8,642	732030	Payroll Full-time Benefits	11,455		13,243	14,589
6,563	4,172	965	732031	Payroll Part-time Benefits	6,647		7,532	8,446
200	36	128	732050	Clothing	200		200	200
101,255	89,502	45,683		SUB TOTAL SALARIES, WAGES & BENEFITS	100,338	0	106,547	110,662
500	809	107	7320150	Office Supplies	500		500	500
1,350	1,130	953	7320175	Internet Costs	1,350		1,350	1,350
1,100	1,034	1,046	7320180	Telephone & Answering Svc	1,100		1,100	1,100
1,500	0	0	7320210	Advertising & Promotions	1,500		1,500	1,500
500	295	0	7320220	Printing	500		500	500
100	0	0	7320240	Postage	100		100	100
210	118	0	7320380	Training	210		210	210
1,800	2,617	870	7320390	Firewood Purchase	1,800		1,800	1,800
1,000	609	253	7320392	Ice Purchase	1,400 *		1,400	1,400
20,000	15,933	14,160	7320460	Utilities	22,000 *		22,000	22,000
1,500	918	1,427	7320470	Building Maintenance	1,500		1,500	1,500
2,500	355	309	7320500	Custodial/Cleaning Supplies	2,500		2,500	2,500
2,000	308	757	7320510	Electrical Repairs	3,000 *		3,000	3,000
1,800	119	5,505	7320520	Plumbing Repairs	1,800		1,800	1,800
0	0	0 NEW		COVID Supplies	750		800	850
2,000	0	899	7320570	Property Improvements	4,300 *		4,300	4,300
2,000	2,414	1,575	7320670	Other Equipment Purchases	2,000		2,000	2,000
3,200	1,544	2,709	7320680	Other Equip Maint & Rep	3,200		3,200	3,200
0	0	0	7320850	Special Project - Cameras	0		2,500	0
25,000	0	0	7320852	Special Project - Management Software	0		25,000	0
7,000	7,623	4,927	7320919	Bank Service Fees	7,000		7,000	7,000
0	0	0	7320991	Recoveries	0		0	0
75,060	35,826	35,497		SUB TOTAL MATERIALS	56,510	0	84,060	56,610
525	397	352	7320320	Liability Insurance	500		525	551
3,000	2,947	2,817	7320480	Garbage Removal	3,000		3,000	3,000
6,500	4,263	1,759	7320750	Contracts - Security	0		6,500	6,500
10,025	7,607	4,928		SUB TOTAL CONTRACTED SERVICES	3,500	0	10,025	10,051
0	0	0	7320912	Transfer to Reserve	25,000 *		75,000	75,000
0	0	0		SUB TOTAL OTHER CHARGES & TRANSFERS	25,000 *	0	75,000	75,000
186,340	132,935	86,108		TOTAL TOURIST PARK	185,348	0	275,632	252,323

**TOWN OF COBOURG  
2021 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **TOURISM** FUNCTION/ACTIVITY: **CAMPGROUND**

ACCOUNT #: **7300.20**

STATEMENT OF PURPOSE:			HIGHLIGHTS/EXPLANATIONS:			
Operate Cobourg Campground. Total of 70 lots.			YEAR	CODE	OBJECT	DETAILS
			2021	8841	Seasonals	Reduced to reflect reduction of 4 seasonal sites
<b>PERFORMANCE DATA:</b>			2021	8842	Transient Trailers	Increased to reflect additional 3 transient sites
			2021	7310175	Internet Costs	Monthly fees for internet usage
YEAR	FUNCTION	REVENUE	2021	7310210	Advertising & Promotions	Marketing to promote the campground during shoulder season.
2015	17 Season Lots	\$41,500	2021	NEW	COVID Supplies	PPE, Sanitizer and cleaning supplies
	Transient Trailers	\$196,003				
	Transient Tents	\$9,092				
2016	15 Season Lots	\$42,050	2022	7320852	Special Project - Management Software	To develop software to fully automate online bookings.
	Transient Trailers	\$203,632	2022	NEW	Special Project - Camera	Surveillance system inside Campground is outdated and does not integrate with the recording system used on the harbour and docks. Will assist in Police investigations.
	Transient Tents	\$10,230				
2017	15 Season Lots	\$36,850				
	Transient Trailers	\$229,817	2021	7320912	Transfer to Reserve	Increase transfer to reserve in preparation for campground enhancements.
	Transient Tents	\$11,655				
2018	11 Season Lots	\$33,900				
	Transient Trailers	\$240,230	2019			
	Transient Tents	\$12,515				
2019	7 Season Lots	\$24,300				
	Transient Trailers	\$262,568	2020			
	Transient Tents	\$11,361				
2020	6 Season Lots	\$23,400				
	Transient Trailers	\$148,923				
	Transient Tents	\$4,758				

**TOWN OF COBOURG  
2021 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **BEACH WASHROOMS**

ACCOUNT#: **7300.40**

2020	2019	2020			2021		2021	2022	2023
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
1,500	263	252	7340450	Utilities	1,500			1,500	1,500
5,500	2,160	0	7340470	Building Maintenance	5,500			6,000	6,500
10,000	9,639	2,422	7340500	Cleaning Supplies	12,000	*		12,500	13,000
2,000	1,109	0	7340510	Electrical Repairs	2,000			2,250	2,500
3,000	3,602	806	7340520	Plumbing Repairs	3,250	*		3,500	3,750
22,000	16,773	3,480		SUB TOTAL MATERIALS	24,250	*	0	25,750	27,250
48,000	31,368	0	7340551	Cleaning Contract	50,000	*		50,000	50,000
48,000	31,368	0		SUB TOTAL CONTRACTED SERVICES	50,000	*	0	50,000	50,000
-69,300	-55,945	0	7340912	Transfer Parking Revenue	-69,300	*		-69,300	-69,300
-69,300	-55,945	0		SUB TOTAL OTHER CHARGES & TRANSFERS	-69,300	*	0	-69,300	-69,300
700	-7,804	3,480		TOTAL BEACH WASHROOMS	4,950	*	0	6,450	7,950

**TOWN OF COBOURG  
2021 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	7340470	Building Maintenance	Allowance for routine maintenance of building
	2021	7340510	Electrical Repairs	Allowance for routine electrical repairs
	2021	7340520	Plumbing Repairs	Allowance for routine plumbing repairs
	2021	7340551	Cleaning Contract	Public washroom cleaning services contracted out on per hour rate based on hours of operation
	2021	7340912	Transfer Parking Revenue	Revenue transfer to partially fund public washroom expense

**TOWN OF COBOURG  
2021 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **HARBOUR**

ACCOUNT#: 7300.50

2020	2019	2020			2021	2021	2022	2023
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	* FINAL APPROVED	FORECAST	FORECAST
65,313	13,664	35,720	735010	Payroll Salaries & Wages	63,693		67,317	69,311
1,183	581	817	735011	Payroll Overtime	1,237		1,258	1,279
44,017	52,905	33,724	735015	Payroll Part Time Wages	45,058	*	45,824	46,603
20,211	4,504	11,057	735030	Payroll Full-time Benefits	20,281		22,734	24,796
7,703	5,669	4,140	735031	Payroll Part-time Benefits	7,885	*	8,936	10,020
620	688	415	735050	Clothing	620		620	620
139,047	78,011	85,873		SUB TOTAL SALARIES, WAGES & BENEFITS	138,774	0	146,689	152,629
160	28	48	7350150	Office Supplies	160		160	160
270	268	480	7350175	Internet Costs	270		270	270
420	29	0	7350180	Telephone & Answering Svc	420		420	420
800	77	0	7350220	Printing	800		800	800
1,000	0	23	7350260	Training & Courses	1,000		1,000	1,000
300	0	0	7350270	Travel Expenses	300		300	300
250	0	0	7350380	Conference & Conventions	250		250	250
1,000	855	537	7350450	Heat	1,000		1,000	1,000
4,900	3,121	3,643	7350460	Utilities	4,900		4,900	4,900
14,000	22,401	17,617	7350470	Facilities Maintenance	14,000		14,000	14,000
3,250	639	640	7350500	Custodial / Cleaning Supplies	3,250		3,250	3,250
30,500	30,527	41,652	7350552	Common Harbour Dredging Contribution	50,000	*	50,000	50,000
1,700	1,806	1,599	7350670	Other Equipment Purchases	1,700		1,700	1,700
1,540	2,666	908	7350680	Other Equip Maint & Rep	1,540		1,540	1,540
300	0	61	7350681	Small Equip Maint & Rep	300		300	300
0	0	0	NEW	Lab Testing	3,300		3,500	3,700
0	4,858	0	7350850	Special Project - Life Safety Audits	0	*	0	0
60,390	67,275	67,208		SUB TOTAL MATERIALS	83,190	*	83,390	83,590
3,000	4,187	2,770	7350480	Garbage Removal	3,000		3,000	3,000
0	2,909	1,167	7350550	Security Contract	0		0	0
0	275	366	7350750	Contracts	3,000		3,000	3,000
3,000	7,371	4,303		SUB TOTAL CONTRACTED SERVICES	6,000	*	6,000	6,000
-10,000	-8,073	0	87096	Parking Revenue Transfer	-10,000	*	-10,000	-10,000
0	0	-11,760	871137350	Recoveries - Federal Grants	0		0	0
-17,500	-35,000	0	7350910	Transfer from Marina	0		0	0
-27,500	-43,073	-11,760		SUB TOTAL OTHER CHARGES & TRANSFERS	-10,000	*	-10,000	-10,000
174,937	109,584	145,624		TOTAL HARBOUR	217,964	*	226,079	232,219

2020-12-21

\*Indicates increase over previous year

**TOWN OF COBOURG  
2021 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>	2021	7350470	Harbour Maintenance	Allowance for ongoing maintenance & repairs to lighting and paver stones.
	2021	7350480	Garbage Removal	To reflect cost of disposal of garbage generated by the general public at the waterfront
	2021	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.
	2021	NEW	Lab Testing	E Coli testing in Harbour - June - September

**TOWN OF COBOURG  
2021 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

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

ACCOUNT#: **881**

2020	2019	2020			2021		2021	2022	2023
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
0	-5,460	0	8813	Vending Machines	0	*		0	0
0	-14,762	0	8817	Miscellaneous Ice Rentals	0	*		0	0
0	-20,149	0	8819	NMHA	0	*		0	0
0	-13,558	0	88112	Girl's Hockey	0			0	0
0	-300	0	88114	Floor Rentals	0			0	0
-20,200	-52,900	-18,200	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	-113,129	-24,200		TOTAL ARENA REVENUE	-26,200		0	-26,200	-26,200
115,250	269,747	101,646		TOTAL ARENA EXPENDITURES	100,750		0	127,325	128,979
89,050	156,618	77,446		NET COST TO TOWN	74,550		0	101,125	102,779

2020-12-21

\*Indicates increase over previous year



**TOWN OF COBOURG  
2021 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **FURNACE ST ARENAS**

ACCOUNT#: **7400.100**

2020	2019	2020			2021		2021	2022	2023
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
10,000	99,361	0	740010	Payroll Salaries & Wages	10,000			10,000	10,000
0	4,043	0	740011	Payroll - Overtime	0			0	0
0	0	0	740012	Payroll - Standby	0			0	0
0	6,818	505	740015	Payroll - Part-time Wages	0			0	0
0	26,573	0	740030	Payroll Benefits	0	*		0	0
0	532	57	740031	Payroll Part-time Benefits	0			0	0
0	152	0	740050	Clothing	0	*		0	0
0	2,221	0	740060	Footwear	0	*		0	0
10,000	139,700	562		SUB TOTAL SALARIES, WAGES & BENEFITS	10,000		0	10,000	10,000
0	575	595	7400180	Telephone & Answering Svc	0	*		0	0
0	1,861	0	7400260	Training & Courses	0	*		0	0
7,000	5,701	4,342	7400450	Heat	7,500	*		7,500	7,500
15,000	26,646	21,853	7400460	Utilities	15,000			15,000	15,000
3,000	14,411	1,145	7400470	Building Maintenance	3,000			3,000	3,000
250	1,863	0	7400500	Custodial/Cleaning Supplies	250			250	250
0	1,938	391	7400510	Electrical Repairs	0	*		0	0
0	290	0	7400520	Plumbing Repairs	0	*		0	0
8,000	13,144	3,028	7400550	Bldg Maintenance Contracts	8,000			8,000	8,000
250	1,215	195	7400570	Property Improvements	250			250	250
250	4,988	0	7400580	Systems Maint & Repairs	250			250	250
0	4,118	156	7400600	Vehicle Maint & Repairs	0	*		0	0
0	160	0	7400650	Gasoline	0	*		0	0
0	188	0	7400670	Other Equipment Purchases	0	*		0	0
0	128	0	7400680	Other Equip Maint & Rep	0	*		0	0
0	145	0	7400691	Equipment Rentals	0	*		0	0
0	0	0	7400830	Consumable Supplies	0	*		0	0
33,750	77,371	31,705		SUB TOTAL MATERIALS	34,250		0	34,250	34,250

2020-12-21

\*Indicates increase over previous year

**TOWN OF COBOURG  
2021 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **FURNACE ST ARENAS**

ACCOUNT#: **7400.100**

2020	2019	2020			2021		2021	2022	2023
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
39,000	45,581	42,290	7400320	Liability Insurance	22,500			23,625	24,806
7,500	0	0	7400321	Liability Insurance - Heenan	9,000			9,450	9,923
0	2,244	589	7400480	Garbage Removal	0	*		0	0
0	0	26,500	7400850	Sp Project - Memorial Decommissioning	0			0	0
46,500	47,825	69,379		SUB TOTAL CONTRACTED SERVICES	31,500		0	33,075	34,729
0	4,851	0	7400950	Transfer to Vehicle Reserve	0	*		0	0
25,000	0	0	7400912	Transfer to Building Reserve for Repairs	25,000			50,000	50,000
25,000	4,851	0		SUB TOTAL OTHER CHARGES & TRANSFERS	25,000		0	50,000	50,000
115,250	269,747	101,646		TOTAL ARENA	100,750		0	127,325	128,979

2020-12-21

\*Indicates increase over previous year

**TOWN OF COBOURG  
2021 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:	2021	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 2021 OPERATING BUDGET ESTIMATES

COMMITTEE: **PARKS & RECREATION**

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

ACCOUNT#: **889**

2020	2019	2020			2021		2021	2022	2023
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
-27,000	-26,298	-2,307	8891	Special Events	0			-25,000	-25,000
-105,000	-118,327	-28,841	8892	Warm Side - Rentals Medium / Minor Events	-52,500			-105,000	-105,000
-110,000	-102,694	-34,827	8893	Canteen Rental / Café	0			-110,000	-110,000
-75,000	-42,210	-9,711	8894	Vending Machine Sales	0			-75,000	-75,000
-4,500	-4,500	-1,125	8895	Skate sharpening Pro Shop	-4,500			-4,500	-4,500
-520	-388	-31	8896	Misc Receipts	-520			-520	-520
-265,000	-273,007	-109,873	8897	General Ice Rentals	-265,000			-265,000	-265,000
-280,000	-286,715	-100,786	8898	NMHA	-220,000			-280,000	-280,000
-42,500	-40,572	-19,642	8899	Cougars	-42,500			-42,500	-42,500
-112,000	-75,226	-47,844	88912	WNGHL	-80,000			-112,000	-112,000
-21,000	-19,666	0	88913	Floor Rentals	-10,500			-21,000	-21,000
-55,000	-46,854	-4,407	88916	Warm Side Seniors	-27,500			-55,000	-55,000
-80,000	-57,608	-43,425	88917	Board Advertising	-80,000			-80,000	-80,000
-7,500	-6,810	-1,164	88918	Public Skating	-3,000			-7,500	-7,500
-28,000	-30,712	-9,716	88919	Ice Program Revenue	-22,000			-28,000	-28,000
-2,500	-163	0	88920	ATM Rebate	-2,500			-2,500	-2,500
-26,550	-29,573	-7,791	88922	Warm Side Seniors - Drop In	-13,250			-26,550	-26,550
-35,000	-35,000	-35,000	88924	Solar Rent	-35,000			-35,000	-35,000
-25,000	-18,108	-2,710	88925	Warm Side - Program Revenue	-25,000			-25,000	-25,000
-77,500	-78,456	-3,717	88926	Camp Revenue	-50,000			-80,000	-80,000
-10,000	-14,776	-4,228	88927	Bar Sales	-5,000			-10,000	-10,000
-11,000	-11,760	0	871137410	Federal Grants Summer Wages	-11,000			-11,000	-11,000
-1,400,570	-1,319,423	-467,145		TOTAL CCC REVENUE	-949,770		0	-1,401,070	-1,401,070
2,637,930	2,359,092	1,884,541		TOTAL CCC EXPENDITURES	2,184,455		0	2,846,122	2,903,745
1,237,360	1,039,669	1,417,396		NET COST TO TOWN	1,234,685		0	1,445,052	1,502,675

2020-12-21

\*Indicates increase over previous year

**TOWN OF COBOURG  
2021 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	
<b>PERFORMANCE DATA:</b>	2021	8891	Special Events	Due to COVID-19 and being closed March-August no large events have been booked for the CCC for 2021.
	2021	8892	Warm Side Rentals / Medium	Uncertainty of capacity numbers and fewer rentals in 2021
	2021	8893	Canteen	Few ice rentals, no tournaments for the 2020-2021 season
	2021	8898	NMHA	NMHA is operating closer to normal numbers than other organizations for the 2020-2021 season.
	2021	88912	WNGHA	Fewer teams running for the 2020-2021 season.
	2021	88916	Warm Side Seniors	Lower class capacity and fewer classes being provided. Plan to increase class capacity/number of classes September - December
	2021	88919	Ice Program Revenue	Plan to run an increase in programming at a decreased capacity in 2021 to meet the demand.
	2021	88922	Warm Side Seniors - Drop-in	Lower class capacity and fewer classes being provided. Plan to increase class capacity/number of classes September - December
	2021	88925	Warm Side - Program Revenue	Lower class capacity and fewer classes being provided. Plan to increase class capacity/number of classes September - December
	2021	88926	Camp Revenue	Due to COVID-19 we will not be running a March Break camp due to space and uncertainty of facility capacity and staffing.

# TOWN OF COBOURG 2021 OPERATING BUDGET ESTIMATES

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **CCC**

ACCOUNT#: **7410.100**

2020	2019	2020			2021	2021	2022	2023
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	* FINAL APPROVED	FORECAST	FORECAST
957,324	647,710	679,653	741010	Payroll Salaries & Wages	832,035		1,016,028	1,034,151
39,812	41,046	22,011	741011	Payroll - Overtime	18,105		18,413	18,726
0	0	13,492	741012	Payroll - Standby	0 *		0	0
136,215	208,369	62,250	741015	Payroll Part Time Wages	60,120		154,652	157,282
30,769	0	0	741016	Payroll Part Time Wages - Camp Instructors	31,298		31,830	32,371
900	259	0	741020	Other Salaries & Wages	900		900	900
301,363	172,106	207,826	741030	Payroll Benefits	262,474		343,910	371,315
28,222	28,890	8,164	741031	Payroll Part Time Benefit	15,998		36,364	40,775
6,000	4,239	1,602	741050	Clothing	6,000		6,000	6,000
1,800	90	1,808	741060	Footwear	1,800		1,800	1,800
100	68	0	741080	Employee Meal Allowance	100		100	100
1,502,505	1,102,777	996,806		SUB TOTAL SALARIES, WAGES & BENEFITS	1,228,830	0	1,609,997	1,663,420
3,000	3,542	2,330	7410150	Office Supplies	3,000		3,000	3,000
2,200	3,055	540	7410155	Program Supplies	2,200		2,200	2,200
20,000	23,619	10,490	7410156	Instructor Fees	15,000		20,000	20,000
11,000	9,523	0	7410157	Camp Supplies	9,000		11,000	11,000
10,600	165	10,187	7410171	Software Maintenance	10,600		10,600	10,600
3,100	2,700	3,525	7410175	Internet	3,100		3,100	3,100
9,000	7,196	7,661	7410180	Telephone & Answering Svc	9,000		9,000	9,000
6,500	4,483	2,772	7410210	Advertising & Promotion	3,000		6,500	6,500
3,750	5,642	3,091	7410230	Photocopier	3,750		3,750	3,750
500	228	171	7410240	Postage & Couriers	500		500	500
5,000	5,318	2,496	7410250	Memberships & Subscrip'ns	5,000		5,000	5,000
8,000	8,375	6,099	7410260	Training & Courses	6,000		10,000	10,000
2,000	951	0	7410270	Travel Expense	1,000		2,000	2,000
4,000	5,807	2,165	7410380	Conference & Conventions	0		4,000	4,000
38,000	61,665	53,551	7410450	Heat	40,000 *		40,000	40,000
560,000	597,691	449,558	7410460	Utilities	570,000		570,000	570,000
50,000	50,000	57,378	7410912	Utilities Payback	50,000		50,000	50,000
55,000	72,767	43,875	7410470	Building Maintenance	60,000 *		60,000	60,000
20,000	15,408	9,892	7410500	Custodial/Cleaning Supplies	20,000		20,000	20,000
12,500	13,431	3,078	7410510	Electrical Repairs	12,500		12,500	12,500
4,500	8,621	7,672	7410520	Plumbing Repairs	4,500		4,500	4,500
70,000	119,150	76,906	7410550	Bldg Maintenance Contracts	100,000 *		75,000	75,000
0	0	0	NEW	COVID-19 Supplies	4,800		4,800	4,800
12,500	5,919	6,264	7410570	Property Mtce - Landscaping, Grass cutting	12,500		12,500	12,500
25,500	13,350	15,547	7410580	Systems Maint & Repairs	60,500 *		60,500	60,500
3,000	3,390	5,070	7410600	Vehicle Maint & Repairs	3,000		3,000	3,000

**TOWN OF COBOURG  
2021 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **COMMUNITY CENTRE**

ACCOUNT#: **7410.100**

2020 BUDGET	2019 YTD	2020 YTD	CODE	OBJECT	2021 DEPT REQUEST	* 2021 FINAL APPROVED	2022 FORECAST	2023 FORECAST
1,000	1,040	1,474	7410650	Gasoline	1,000		1,000	1,000
8,500	3,817	3,971	7410670	Other Equipment Purchases	8,500		8,500	8,500
4,000	11,073	3,054	7410680	Other Equip Maint & Rep	4,000		4,000	4,000
1,500	1,755	0	7410691	Equipment Rentals	1,500		1,500	1,500
85,000	91,499	38,782	7410830	Consumable Supplies	0		85,000	85,000
5,000	4,293	3,361	7410831	Consumable Supplies - Alcohol	0		5,000	5,000
25,000	26,702	1,429	7410850	Special Events - General	0		25,000	25,000
7,500	8,547	3,400	7410919	Bank Service Charges	6,500		7,500	7,500
3,000	742	0	7410989	SOCAN Recoverable	3,000		3,000	3,000
0	0	0	7410990	Café Rebate	0 *		0	0
-2,500	0	-50	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
1,065,650	1,191,464	835,739		SUB TOTAL MATERIALS	1,018,950	0	1,129,450	1,129,450
0	0	0	7410300	Legal Fees	0 *		0	0
45,600	43,500	42,132	7410320	Liability Insurance	75,000 *		84,000	88,200
3,500	4,326	1,689	7410480	Garbage Removal	3,500		3,500	3,500
0	8,850	0	7410856	Special Project - Gym Floor Repairs	0 *		0	0
11,000	0	0	7410858	Special Project - Fire Alarm Replacement	0		0	0
7,000	0	0	7410859	Special Project - Canteen	0		11,000	11,000
67,100	56,676	43,821		SUB TOTAL CONTRACTED SERVICES	78,500 *	0	98,500	102,700
8,175	8,175	8,175	7410930	Transfer to Vehicle Reserve	8,175		8,175	8,175
-5,500	0	0	7410913	Transfer from Northam	-150,000		0	0
2,675	8,175	8,175		SUB TOTAL OTHER CHARGES & TRANSFERS	-141,825	0	8,175	8,175
2,637,930	2,359,092	1,884,541		TOTAL CCC	2,184,455	0	2,846,122	2,903,745

2020-12-21

\*Indicates increase over previous year

**TOWN OF COBOURG  
2021 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	
<b>PERFORMANCE DATA:</b>	2021	7410171	Software Maintenance	Max Galaxy
	2021	7410156	Instructor Fees	Planned decrease in programming January - April
	2021	7410157	Camp Supplies	No March break camp, this will decrease camp supplies
	2021	7410210	Advertising/Promotions	Move from paper to more digital advertising platforms. Increased on our in-house advertising capabilities.
	2021	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
	2021	7410260	Training & Courses	Mandatory training requirements, due to health and safety priorities
	2021	7410380	Conferences & Conventions	Conferences and conventions have been cancelled for 2021.
	2021	7410913	Transfer from Northam	One time transfer from Northam to offset revenue loss



**TOWN OF COBOURG  
2021 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **COMMUNITY CENTRE**

ACCOUNT#: **7410.100**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			
To provide multi-purpose facilities for all phases of recreation and cultural activities.	YEAR	CODE	OBJECT	DETAILS
PERFORMANCE DATA:	2021	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 Additional \$25,000 - Glycol leak in the concrete floors of the pads
	2021	7410570	Property Maintenance & Landscaping	General Maintenance - \$12,500
	2021	NEW	COVID Supplies	PPE, Sanitizer and cleaning supplies
	2021	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.
	2021	7410691	Equipment Rentals	Rental of equipment, zoom boom
	2021	7410919	Bank Service Charges	Decreased sales so reduced bank service charges for 2021
	2021	7410830	Consumable Supplies	Decreased capacity in facility usage, no set date to re-open canteen
	2021	7410831	Consumable Supplies - Alcohol	Decreased capacity in facility usage, no set date to re-open canteen

**TOWN OF COBOURG  
2021 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **SENIORS ACTIVITY CENTRE**

ACCOUNT #: **7420.100**

2020	2019	2020			2021	2021	2022	2023
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	* FINAL APPROVED	FORECAST	FORECAST
-4,000	-4,385	0	8851	Tournaments	0		-4,000	-4,000
-2,000	-863	130	8852	Active Living Fair	0		-2,000	-2,000
-500	-914	-141	8853	Recoveries	-500		-500	-500
-30,000	-29,869	-6,945	8854	Membership Fees	-25,000	*	-34,000	-34,000
-2,500	-2,000	0	8855	Recoveries - Active Living Fair	0		-2,500	-2,500
-42,700	-42,700	-42,700	871147420	Provincial Subsidy	-42,700		-42,700	-42,700
-9,100	-9,100	0	871147420	Provincial Subsidy - Special Grant	-9,100		-9,100	-9,100
-10,280	-1,302	-9,866	871147420	Hello My Name is Wellness Grant	-10,280		-10,280	-10,280
-1,650	0	0	87030	Senior Market Building Activity Fee	0		0	0
-102,730	-91,133	-59,522		TOTAL SENIORS ACTIVITY CENTRE REVENUE	-87,580	0	-105,080	-105,080
233,790	198,862	129,139		TOTAL SENIORS ACTIVITY CENTRE EXPENDITURES	188,885	0	246,043	251,635
131,060	107,729	69,617		NET COST TO TOWN	101,305	0	140,963	146,555

2020-12-21

\*Indicates increase over previous year

**TOWN OF COBOURG  
2021 OPERATING BUDGET ESTIMATES**

COMMITTEE: **PARKS & RECREATION**

FUNCTION/ACTIVITY: **SENIORS ACTIVITY CENTRE**

ACCOUNT #: **7420.100**

2020	2019	2020			2021		2021	2022	2023
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
95,214	71,400	71,319	742010	Payroll Salaries & Wages	73,337			98,991	100,674
27,109	34,685	12,231	742015	Payroll Salaries & Wages Part - Time	27,373			27,838	28,311
28,093	21,198	22,040	742030	Payroll Benefits	22,605			32,081	34,674
4,744	5,535	1,562	742031	Payroll Benefits Part-Time	4,790			5,428	6,087
155,160	132,818	107,152		SUB TOTAL SALARIES, WAGES & BENEFITS	128,105		0	164,338	169,746
1,250	112	0	7420150	Office Supplies	1,250			1,250	1,250
10,750	7,681	2,306	7420155	Program Costs - Supplies	5,000			10,750	10,750
23,000	24,527	10,605	7420156	Instructors Fees	15,000			26,000	26,000
1,500	1,500	0	7420180	Telephone & Internet Services	1,500			1,500	1,500
5,000	6,034	2,052	7420210	Advertising & Promotions	2,500			5,000	5,000
600	820	449	7420250	Memberships & Subscrip'ns	600			600	600
1,000	1,379	829	7420260	Training & Courses	1,000			1,000	1,000
650	264	0	7420270	Travel Expense	650			650	650
1,500	745	0	7420380	Conferences & Conventions	0			1,500	1,500
15,000	15,000	0	7420460	Utilities	15,000			15,000	15,000
0	0	0	NEW	COVID-19 Supplies	1,000			1,000	1,000
3,500	3,640	702	7420590	Repair & Maintenance	3,500			3,500	3,500
1,500	297	0	7420850	Special Project - Active Living Fair	0			0	0
10,280	1,295	2,467	7420854	Special Project - Hello My Name	10,280			10,280	10,280
75,530	63,294	19,410		SUB TOTAL MATERIALS	57,280		0	78,030	78,030
3,100	2,750	2,577	7420320	Insurance	3,500	*		3,675	3,859
3,100	2,750	2,577		SUB TOTAL CONTRACTED SERVICES	3,500	*	0	3,675	3,859
233,790	198,862	129,139		TOTAL SENIORS ACTIVITY CENTRE	188,885		0	246,043	251,635

2020-12-21

\*Indicates increase over previous year

**TOWN OF COBOURG  
2021 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:	2021	8851	Tournament	Unsure of ability to host tournaments in 2021 due to COVID-19
	2021	8852	Registration	Due to COVID-19 the active living fair funding will not be available
	2021	8853	Recoveries	General recoveries for the centre.
	2021	8854	Membership Fees	Reduced due to drop in membership with COVID-19
	2021	871147420	Provincial Subsidy	MOHLC Annual Grant
	2021	871147420	Provincial Grant - Special	Applied for \$15,000 for program assistant
	2021	7420155	Program Supplies	Decrease in programs will result in decrease of program supplies
	2021	7420156	Instructor Fees	Lower class capacity and fewer classes being provided. Plan to increase class capacity/number of classes. September - December
	2021	7420380	Conferences & Conventions	Will not be attending conferences in 2021
	2021	NEW	COVID Supplies	PPE, Sanitizer and cleaning supplies
	2021	7420850	Active Living Fair	Due to COVID-19 the active living fair funding will not be available

# TOWN OF COBOURG 2021 OPERATING BUDGET ESTIMATES

## CULTURE AND COMMUNITY SERVICES SUMMARY

FUNCTION	2020 BUDGET	2020 YTD	2021 DEPT REQUEST	%	2021 FINAL APPROVED	%	2022 FORECAST	2023 FORECAST
<b>CULTURAL ADMINISTRATION</b>	111,796	77,406	72,159	(35.5)	0	(100.0)	114,237	117,726
<b>CONCERT BAND</b>	20,600	21,641	20,150	(2.2)	0	(100.0)	20,305	20,463
<b>MARKET BUILDING</b>								
MARKET BUILDING EXP.	18,250	6,681	18,500	1.4	0	(100.0)	18,575	18,654
MARKET BUILDING REV.	-22,000	-16,445	-11,000	(50.0)	0	(100.0)	-22,000	-22,000
NET MARKET BUILDING	-3,750	-9,764	7,500	(300.0)	0	(100.0)	-3,425	-3,346
<b>ART GALLERY</b>								
ART GALLERY EXP.	170,000	172,500	170,000	0.0	0	(100.0)	190,000	200,000
ART GALLERY REV.	-45,000	-45,000	0	(100.0)	0	(100.0)	0	0
NET ART GALLERY	125,000	127,500	170,000	36.0	0	(100.0)	190,000	200,000
<b>CONCERT HALL</b>								
CONCERT HALL EXP.	375,643	208,224	0	(100.0)	0	(100.0)	390,842	402,300
CONCERT HALL REV.	-181,050	-7,251	0	(100.0)	0	(100.0)	-181,050	-181,050
NET CONCERT HALL	194,593	200,973	0	(100.0)	0	(100.0)	209,792	221,250
<b>COMMUNITY GRANTS</b>	49,575	32,361	39,431	(20.5)	0	(100.0)	0	0
<b>CIVIC AWARDS</b>	0	-250	0	0.0	0	0.0	0	0
<b>SPECIAL EVENTS DEPT</b>	339,694	226,261	286,612	(15.6)	0	(100.0)	395,389	404,576
<b>LIBRARY</b>								
GRANT	899,700	899,700	916,795	1.9	0	(100.0)	934,214	950,000
FACILITIES	33,000	2,315	33,000	0.0	0	(100.0)	33,000	33,000
NET LIBRARY	932,700	902,015	949,795	1.8	0	(100.0)	967,214	983,000
<b>TOTAL CULTURE &amp; COMMUNITY</b>								
TOTAL EXPENDITURES	2,018,258	1,646,839	1,556,647	(22.9)	0	(100.0)	2,096,562	2,146,719
TOTAL REVENUE	-248,050	-68,696	-11,000	(95.6)	0	(100.0)	-203,050	-203,050
NET CULTURE & COMMUNITY	1,770,208	1,578,143	1,545,647	(12.7)	0	(100.0)	1,893,512	1,943,669
LIBRARY LONG TERM DEBT	-40,000	-40,000	-40,000	0.0	0	(100.0)	-40,000	-40,000

\*\* Detail in Long Term Debt Charges Section

**TOWN OF COBOURG  
2021 OPERATING BUDGET ESTIMATES**

COMMITTEE: **CULTURE & COMMUNITY**

FUNCTION/ACTIVITY: **CULTURAL ADMIN**

ACCOUNT#: 7000.100

2020	2019	2020			2021		2021	2022	2023
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
78,033	48,504	53,465	700010	Payroll Salaries & Wages	50,767			81,332	82,715
22,413	14,347	15,646	700030	Payroll Benefits	16,042			26,555	28,661
100,446	62,851	69,111		SUB TOTAL SALARIES, WAGES & BENEFITS	66,809		0	107,887	111,376
5,000	204	803	7000150	Administrative Expenses	4,000			5,000	5,000
600	283	0	7000180	Telephone Services	600			600	600
750	450	450	7000270	Travel Expense	750			750	750
0	20,103	0	7000850	Special Project - Cultural Master Plan	0			0	0
0	15,112	7,042	7000851	LAV III Monument	0			0	0
5,000	0	0	7000852	Special Project - Victoria Hall 160th	0			0	0
0	0	0	7000913	Recoveries - Federal Gas Tax	0			0	0
11,350	36,152	8,295		SUB TOTAL MATERIALS	5,350		0	6,350	6,350
111,796	99,003	77,406		TOTAL CULTURAL ADMIN	72,159		0	114,237	117,726

**TOWN OF COBOURG**  
**2021 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **CULTURE & COMMUNITY**

FUNCTION/ACTIVITY: **CULTURAL ADMIN**

ACCOUNT#: 7000.100

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
	2021	7000150	Administrative Expenses	Budget for Directors office supplies, conferences etc
PERFORMANCE DATA:				

**TOWN OF COBOURG**  
**2021 OPERATING BUDGET ESTIMATES**

COMMITTEE: **CULTURE & COMMUNITY**

FUNCTION/ACTIVITY: **CONCERT BAND**

ACCOUNT#: **7660.100**

2020	2019	2020			2021		2021	2022	2023
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
2,100	1,343	1,147	7660450	Heat	1,500			1,600	1,700
1,350	1,386	1,132	7660460	Utilities	1,350			1,350	1,350
0	0	2,396	7660570	Property Improvements	0			0	0
3,450	2,729	4,675		SUB TOTAL MATERIALS	2,850		0	2,950	3,050
950	831	766	7660320	Liability Insurance	1,100	*		1,155	1,213
950	831	766		SUB TOTAL MATERIALS	1,100	*	0	1,155	1,213
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
20,600	19,760	21,641		TOTAL CONCERT BAND	20,150		0	20,305	20,463

2020-12-21

\*Indicates increase over previous year



**TOWN OF COBOURG  
2021 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **CULTURE & COMMUNITY**

FUNCTION/ACTIVITY: **CONCERT BAND**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
Aid in funding the Cobourg Concert Band.	2021	7660450	Heat	Band building located at 612 D'Arcy St
	2021	7660460	Utilities	Band building located at 612 D'Arcy St
	2021	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  
2021 OPERATING BUDGET ESTIMATES**

COMMITTEE: **CULTURE & COMMUNITY**

FUNCTION/ACTIVITY: **MARKET BUILDING**

ACCOUNT#: **7630.100**

2020	2019	2020			2021		2021	2022	2023
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
500	438	459	7630180	Telephone Expense	500			500	500
5,500	5,481	3,443	7630460	Heat / Utilities	5,500			5,500	5,500
10,000	5,423	1,755	7630470	Building Maintenance	10,000			10,000	10,000
1,000	1,565	0	7630570	Property Improvements	1,000			1,000	1,000
0	0	0	7630850	Special Project - New Chairs	0			0	0
17,000	12,907	5,657		SUB TOTAL MATERIALS	17,000		0	17,000	17,000
1,250	1,133	1,024	7630320	Liability Insurance	1,500	*		1,575	1,654
1,250	1,133	1,024		SUB TOTAL OTHER CHARGES & TRANSFERS	1,500	*	0	1,575	1,654
18,250	14,040	6,681		TOTAL MARKET BUILDING	18,500		0	18,575	18,654
-22,000	-19,020	-16,445	87029	Market Building Revenue	-11,000			-22,000	-22,000
-22,000	-19,020	-16,445		TOTAL MARKET BUILDING REVENUE	-11,000		0	-22,000	-22,000
-3,750	-4,980	-9,764		NET TO TOWN MARKET BUILDING	7,500	*	0	-3,425	-3,346

2020-12-21

\*Indicates increase over previous year

**TOWN OF COBOURG  
2021 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.	2021	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.	2021	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	
	2021	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 2021 due to COVID-19

**TOWN OF COBOURG  
2021 OPERATING BUDGET ESTIMATES**

COMMITTEE: **CULTURE & COMMUNITY**

FUNCTION/ACTIVITY: **ART GALLERY**

ACCOUNT#: **7640.100**

2020	2019	2020			2021		2021	2022	2023
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
215,000	205,000	172,500	7640940	Grants & Transfers	170,000			190,000	200,000
-45,000	-45,000	0	7640913	Recoveries - Holdco	0			0	0
170,000	160,000	172,500		SUB TOTAL OTHER CHARGES & TRANSFERS	170,000		0	190,000	200,000
-45,000	-45,000	-45,000	87085	Art Gallery Rent	0			0	0
125,000	115,000	127,500		TOTAL ART GALLERY COST TO TOWN	170,000	*	0	190,000	200,000

2020-12-21

\*Indicates increase over previous year

**TOWN OF COBOURG**  
**2021 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **CULTURE & COMMUNITY**

FUNCTION/ACTIVITY: **ART GALLERY**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
<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>	2021	7640940	Grants & Transfers	Grant towards operating costs of the AGN

**TOWN OF COBOURG  
2021 OPERATING BUDGET ESTIMATES**

COMMITTEE: **CULTURE & COMMUNITY**

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

ACCOUNT#: **886**

2020	2019	2020			2021		2021	2022	2023
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
-25,000	-12,330	775	8861	Wedding Rentals	0			-25,000	-25,000
-60,000	-26,948	-2,361	8862	Bar Receipts	0			-60,000	-60,000
-18,000	-11,721	0	8863	Specials Productions	0			-18,000	-18,000
-25,000	-38,432	-2,916	8864	Box Office Service Fees	0			-25,000	-25,000
-13,000	-8,220	-153	8866	Event Service Rentals	0			-13,000	-13,000
-700	-975	0	8869	Meeting Rentals	0			-700	-700
-35,000	-35,713	-1,917	88610	Concert / Theatre Rentals	0			-35,000	-35,000
-1,200	0	-625	88611	Banquet / Fundraiser Rentals	0			-1,200	-1,200
-750	100	-100	88612	Other Rentals	0			-750	-750
-1,500	-175	0	88613	Citizen's Forum Rentals (Cabaret / Other)	0			-1,500	-1,500
-500	-376	-59	88815	Bottle Returns	0			-500	-500
-400	-204	105	88816	Gift Certificates	0			-400	-400
-181,050	-134,994	-7,251		TOTAL CONCERT HALL REVENUES	0		0	-181,050	-181,050
375,643	339,759	208,224		TO CONCERT HALL EXPENDITURES	0	*	0	390,842	402,300
194,593	204,765	200,973		NET COST OF CONCERT HALL	0	*	0	209,792	221,250

2020-12-21

\*Indicates increase over previous year

**TOWN OF COBOURG**  
**2021 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **CULTURE & COMMUNITY**

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

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
To provide the Town of Cobourg with a cultural facility for the community and professional groups. To provide banquet facilities and community meeting rooms.	2021			Concert Closed in 2021
PERFORMANCE DATA:				

**TOWN OF COBOURG  
2021 OPERATING BUDGET ESTIMATES**

COMMITTEE: **CULTURE & COMMUNITY**

FUNCTION/ACTIVITY: **CONCERT HALL FACILITIES**

ACCOUNT#: **7500.100**

2020	2019	2020			2021		2021	2022	2023
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
192,691	168,665	135,348	750010	Payroll Salaries & Wages	0			199,364	202,752
6,000	26,397	8,978	750011	Payroll Salaries & Wages - Overtime	0			6,102	6,206
10,200	9,572	2,595	750012	Payroll Standby	0			10,373	10,550
9,226	29,101	403	750015	Payroll Part Time Wages	0			9,366	9,524
5,320	7,548	1,414	750072	Payroll Bar Staff Wages	0			4,125	4,196
67,910	41,469	39,364	750030	Payroll Benefits	0			76,481	82,172
2,546	10,567	108	750032	Payroll Part Time Benefit	0			2,631	2,950
250	277	234	750060	Footwear	0			250	250
100	388	80	750080	Meal Allowance	0			100	100
294,243	293,984	188,524		SUB TOTAL SALARIES, WAGES & BENEFITS	0		0	308,792	318,700
2,000	1,713	36	7500150	Office Supplies	0			2,000	2,500
1,600	1,467	1,619	7500181	Telephone - Cellular	0			1,600	1,600
7,500	5,596	3,998	7500210	Advertising & Promotions	0			5,000	6,000
1,000	735	256	7500230	Photocopier Expenses	0			1,000	1,000
1,500	478	878	7500240	Postage & Couriers	0			1,500	1,500
1,000	332	174	7500260	Training & Courses	0			1,000	1,000
1,000	0	0	7500270	Travel Expense	0			1,000	1,000
0	0	0 NEW		COVID Suppliers	0			650	700
9,600	2,165	2,428	7500590	Other Maint & Repairs	0			9,600	9,600
6,700	6,996	225	7500670	Other Equipment Purchases	0			6,700	6,700
15,000	5,700	0	7500800	Special Events - Sponsored Events	0			15,000	15,000
700	239	0	7500830	Consumables Supplies - Bar	0			700	700
2,800	2,284	273	7500831	Consumables - Non-alcohol purchase	0			2,800	2,800
6,000	3,181	2,173	7500832	Consumables - Beer Purchases	0			6,000	6,000
13,000	6,622	2,410	7500833	Consumables - Wine / Liquor Purchases	0			13,000	13,000
12,000	13,446	5,230	7500919	Bank Service Charges	0			12,000	12,000
0	-5,179	0	7500991	Recoveries	0			0	0
0	0	0 NEW		Federal Grant - COVID-19 Office Retrofit	0			0	0
81,400	45,775	19,700		SUB TOTAL MATERIALS	0		0	79,550	81,100
0	0	0 NEW		COVID Contracts	0	*		2,500	2,500
0	0	0		SUB TOTAL CONTRACTED SERVICES	0	*	0	2,500	2,500
375,643	339,759	208,224		TOTAL CONCERT HALL FACILITIES	0		0	390,842	402,300

2020-12-21

\*Indicates increase over previous year



**TOWN OF COBOURG**  
**2021 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **CULTURE & COMMUNITY**

FUNCTION/ACTIVITY: **CONCERT HALL FACILITIES**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
To provide the Town of Cobourg with a cultural facility for community and professional groups. To provide banquet facilities and community meeting rooms.	2021			Concert Closed in 2021
PERFORMANCE DATA:				

**TOWN OF COBOURG**  
**2021 OPERATING BUDGET ESTIMATES**

COMMITTEE: **CULTURE & COMMUNITY**

FUNCTION/ACTIVITY: COMMUNITY **GRANTS**

ACCOUNT#: **7000.20**

2020	2019	2020			2021		2021	2022	2023
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
49,575	49,795	32,361	7020940	General Grants	39,431		0	0	0
0	0	0	7020942	Concert Hall	0		0	0	0
0	0	0		Allowance Community Grants	0		0	0	0
0	0	0	7020912	Transfer from Reserve Northam - Hospital	0		0	0	0
49,575	49,795	32,361		SUB TOTAL OTHER CHARGES & TRANSFERS	39,431		0	0	0
49,575	49,795	32,361		TOTAL ORGANIZATION GRANTS	39,431		0	0	0

2020-12-21

\*Indicates increase over previous year

# TOWN OF COBOURG 2021 OPERATING BUDGET ESTIMATES

## COMMUNITY GRANTS

	2018 Request	2018 Approved	2019 Request	2019 Approved	2020 Request	2020 Approved	2021 Request	2021 Approved
<b>COMMUNITY GRANTS</b>								
Art Gallery	0	0	0	0	0	0	0	
Cobourg & District Historical Society	1,084	1,084	1,487	989	1,517	989	1,517	
Cobourg Collegiate Institute	0	0	0	0	350	0	0	
Cobourg Community Garden Group	600	0	0	0	0	0	0	
Cobourg Ecology Garden	2,000	2,500	2,575	2,000	2,425	2,000	2,314	
Cobourg Farmers Market Association	0	0	0	0	7,929	0	0	
Cobourg Highland Games	0	0	9,000	3,000	2,900	2,000	0	
Cobourg Lawn Bowling Club	5,500	5,500	5,500	5,439	5,500	5,500	5,500	
Cobourg Museum Foundation - Capital Grant	4,500	4,500	4,500	4,500	6,000	4,400	4,200	
Cobourg Museum Foundation - Property Taxes	3,000	3,000	4,000	4,000	4,000	4,100	4,100	
Community Care Northumberland	2,000	2,000	2,000	2,000	2,000	2,000	10,000	
Cornerstone Grant	2,000	0	0	0	0	0	0	
Driftwood Theatre	0	0	2,000	0	0	0	0	
Fern Blodgett Sunde Commemoration	0	0	5,000	0	7,000	1,000	0	
Green Wood Coalition	0	0	0	0	3,000	2,000	0	
Horizon of Friendship	0	0	0	0	6,500	500	0	
La Jeunesse Choirs	2,000	1,000	2,000	1,865	2,000	1,200	5,000	
Legion - Education Taxes	1,100	1,100	0	0	0	0	0	
Les Amis	0	0	6,000	2,000	5,000	2,000	3,000	
Lions Club of Cobourg	30,000	0	0	0	0	0	0	
Marie Dressler	6,200	6,200	1,000	1,000	15,000	4,000	0	
Northumberland 89.7 FM - Small Town Radio	4,000	2,500	3,000	1,582	3,220	720	2,300	
Northumberland Community Counselling Centre	0	0	0	0	20,000	2,000	0	
Northumberland Film Sundays	500	0	0	0	0	0	0	
Northumberland Hispanic Cultural Club	0	0	0	0	2,500	500	0	
Northumberland Learning Connection	0	0	0	0	3,000	0	0	
Northumberland Orchestra	4,000	2,000	4,000	2,000	5,000	1,000	0	
Northumberland New Ventures Band	0	0	0	0	0	0	4,000	
Old Cat Hollow Studio	0	0	2,000	0	0	0	0	
Oriana Singers	3,000	1,000	3,000	2,000	3,000	1,000	0	
OSGA 55+ Games	0	0	0	0	250	250	0	
OSGA District 12 Senior Games	300	300	0	0	0	0	0	
Santa Claus Parade Committee	0	0	10,000	10,000	0	0	0	
Song - Sounds of The Next Generation	2,500	2,500	2,500	2,000	2,500	1,500	2,500	
Terry Fox Public School - Learning Life Skills Classes	0	0	0	0	528	0	0	
The Children's Foundation	500	0	0	0	3,200	1,000	0	
The Help Centre	0	0	0	0	8,000	2,000	0	
Therapeutic Paws of Canada	0	0	215	243	415	243	0	
Transition House Coalition of Northumberland	0	0	0	0	11,000	1,673	0	
Victoria Hall Volunteers	5,000	5,000	4,500	4,520	5,000	5,000	5,000	
Victorian Operetta Society	5,000	3,000	3,000	1,808	4,000	1,000	0	
Transfer from Contingency	-34,784							
<b>TOTAL COMMUNITY GRANTS</b>	<b>50,000</b>	<b>43,184</b>	<b>77,277</b>	<b>50,946</b>	<b>142,734</b>	<b>49,575</b>	<b>49,431</b>	<b>0</b>

**TOWN OF COBOURG  
2021 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **CULTURE & COMMUNITY**

FUNCTION/ACTIVITY: **COMMUNITY GRANTS**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
To provide grants and/or subsidies to various Community Organizations.	2021	7020940	General Grants	All grants are subject to the Municipal Community Grants Policy  Annual process so no amounts established for 2022 & 2023
PERFORMANCE DATA:  Grants subject to change based on Grant Policy Establishment of Contingency Fund.				

**TOWN OF COBOURG  
2021 OPERATING BUDGET ESTIMATES**

COMMITTEE: **CULTURE & COMMUNITY**

FUNCTION/ACTIVITY: **CIVIC AWARDS COMMITTEE**

ACCOUNT#: **7000.30**

2020	2019	2020			2021		2021	2022	2023
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
1,000	357	0	7030210	Advertising & promotions	1,000			1,000	1,000
1,000	1,173	0	7030220	Printing	1,000			1,000	1,000
3,000	3,926	0	7030340	Presentations	3,000			3,000	3,000
-5,000	-5,456	-250	7030956	Recoveries	-5,000			-5,000	-5,000
0	0	-250		SUB TOTAL MATERIALS	0		0	0	0
0	0	-250		TOTAL CIVIC AWARDS COMMITTEE	0		0	0	0

2020-12-21

\*Indicates increase over previous year

**TOWN OF COBOURG  
2021 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **CULTURE & COMMUNITY**

FUNCTION/ACTIVITY: **CIVIC AWARDS COMMITTEE**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
Recognition of accomplishments of Cobourg Citizens. Annual presentation event.	2021	7030991	Civic Awards - Recoveries	This committee raises sufficient funds each year through sponsorship of the event to cover the costs associated with it. Any annual surplus is placed in a Special Holdings account in case of a future deficit.
<b>PERFORMANCE DATA:</b>  The Civic Awards Committee is a self-funding organization. Any surplus of receipts over expenditures goes into a holding account for future use to cover potential deficient.				

**TOWN OF COBOURG  
2021 OPERATING BUDGET ESTIMATES**

COMMITTEE: **CULTURE & COMMUNITY**

FUNCTION/ACTIVITY: **SPECIAL EVENTS**

ACCOUNT#: **7100.100**

2020	2019	2020			2021		2021	2022	2023
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
182,939	129,293	142,538	710010	Payroll Salaries & Wages	153,188			197,678	201,039
2,877	7,756	1,654	710011	Payroll Overtime	3,036	*		3,088	3,140
4,700	4,747	0	710015	Payroll Part-time Wages	4,700			4,700	4,700
49,555	38,963	41,970	710030	Payroll Benefits	42,965			61,606	66,787
823	1,950	0	710031	Payroll Part-time Benefits	823			917	1,010
600	0	0	710050	Clothing	600			600	600
241,494	182,709	186,162		SUB TOTAL SALARIES, WAGES & BENEFITS	205,312		0	268,589	277,276
400	226	73	7100150	Office Supplies	400			400	400
1,500	564	623	7100180	Telephone	1,500			1,500	1,500
5,500	6,444	1,989	7100210	Advertising & Promotion	5,000			6,500	6,500
500	79	69	7100220	Printing	500			500	500
100	0	0	7100240	Postage	100			100	100
1,000	391	561	7100250	Membership & Subscrip'ns	1,100	*		1,100	1,100
200	0	0	7100260	Training & Courses	200			200	200
2,500	505	115	7100270	Travel Expense	1,500			1,500	1,500
2,500	1,560	566	7100380	Conferences & Conventions	2,500			2,500	2,500
4,000	3,603	0	7100850	Sp Project - First Night	4,000			4,000	4,000
5,500	5,190	2,250	7100851	Sp Project - Movies in the Park	1,500			5,500	5,500
25,000	33,855	1,641	7100852	Sp Project - Sandcastle Festival	5,000			25,000	25,000
30,000	0	29,078	7100853	Sp Project - Christmas Magic Downtown Lights	30,000			30,000	30,000
20,000	21,797	20,523	7100853	Sp Project - Christmas Magic Other	30,000	*		20,000	20,000
4,000	102	0	7100854	Sp Project - Winter Festival	4,000			4,000	4,000
0	3,268	0	7100860	Sp Project - Street Pianos/Art Installation	2,000	*		2,000	2,000
27,000	29,053	4,351	7100861	Sp Project - Canada Day Celebrations	19,000			29,000	30,000
1,000	907	0	7100862	Sp Project - Family Day in Cobourg	0			1,000	1,000
3,000	1,009	0	7100863	Sp Project - Christmas Market	3,000			3,000	3,000
0	0	4,072 NEW		Sp Project - Cobourg Santa Claus Parade	2,000			5,000	5,000
0	-225	0	7100865	Sp Project - Armistice 2018	0			0	0
25,000	0	0	7100866	Sp Project - 2021 Special Event	25,000			25,000	25,000
158,700	108,328	65,911		SUB TOTAL MATERIALS	138,300		0	167,800	168,800

**TOWN OF COBOURG  
2021 OPERATING BUDGET ESTIMATES**

COMMITTEE: **CULTURE & COMMUNITY**

FUNCTION/ACTIVITY: **SPECIAL EVENTS**

ACCOUNT#: **7100.100**

2020	2019	2020			2021		2021	2022	2023
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
7,000	0	311	7100867	Transportation - Community Events	3,500			3,500	3,500
3,500	0	0	7100868	Port-a-Potties - Community Events	0			3,500	3,500
8,000	0	0	7100869	Garbage Removal - Community Events	8,000			17,000	17,500
18,500	0	311		SUB TOTAL CONTRACTED SERVICES	11,500		0	24,000	24,500
-22,500	-16,500	-20,173	87086	Recoveries	-16,000			-22,500	-22,500
-9,000	-9,375	-950	87087	Recoveries - Event Permit Fee	-5,000			-11,000	-12,000
-1,500	0	0	87090	Recoveries - Wedding Ceremonies	-1,500			-1,500	-1,500
0	-3,337	0	87098	User Fees	0			0	0
-25,000	0	0	87099	Recoveries - 2020 Special Event	-25,000			-25,000	-25,000
-16,000	0	0	87086	Recoveries - DBIA Christmas Lights	-16,000			0	0
0	0	0	871147100	Recoveries - Provincial Grant	0			0	0
-5,000	-5,000	-5,000	871137100	Recoveries - Federal Grant	-5,000			-5,000	-5,000
-79,000	-34,212	-26,123		TOTAL REVENUE	-68,500		0	-65,000	-66,000
339,694	256,825	226,261		TOTAL SPECIAL EVENTS DEPT	286,612		0	395,389	404,576



# TOWN OF COBOURG 2021 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.	2021	7100210	Advertising & Promotions	Keep advertising budget the same as 2020 to better promote activities to members of the community
	2021	7100250	Memberships & Subscriptions	Festivals and Events Ontario - \$500 IFEA (International Festivals and Events Association) - \$600
	2021	7100851	Movies on the Beach	Cutting budget to \$1,500 to ensure the showing of one film. Will source sponsorship to cover remainder of cost.
	2021	7100853	Christmas Magic - Downtown Lights	\$30,000 - Downtown Lights - 3 year contract 2020 - 2022
	2021	7100853	Christmas Magic - Other	Christmas Lights in Rotary Waterfront Park and Victoria Park
	2021	7100860	Street Pianos/Art Installation	Replace street pianos with an artist installation/community event that will help us promote local artists and achieve goals of the Cultural Master Plan.
	2021	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. Increase due to additional lights in the north end of the park.
	2021	7100867	Transportation Special Events	Used during Waterfront and Canada Day to safely transport individuals and families to the Downtown Area Waterfront Waterfront Festival - \$3,500
	2021	7100868	Port-A-Potties Special Events	Removed for 2021 because we are not having Sandcastle Festival.
	2021	7100869	Garbage Removal Special Events	Garbage removal during Waterfront Festival

**TOWN OF COBOURG  
2021 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **CULTURE & COMMUNITY**

FUNCTION/ACTIVITY: **SPECIAL EVENTS DEPT**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			
	YEAR	CODE	OBJECT	DETAILS
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.	2021	87086	Recoveries	Grants, sponsorships
	2021	87087	Recoveries - Event Permit Fee	Permit fees from third party approved events
	2021	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.				

# TOWN OF COBOURG 2021 OPERATING BUDGET ESTIMATES

## 2021 FESTIVALS

<b>First Night</b>		
Budget		4,000
	TOTAL	4,000
<b>Movies in the Park</b>		
Budget		1,500
Recoveries (Sponsorship)		-1,500
	TOTAL	0
<b>Sandcastle Festival (Virtual)</b>		
Budget		5,000
Recoveries (Sponsorship)		-2,000
	TOTAL	3,000
<b>Christmas Magic Downtown Lights</b>		
Budget		30,000
Recoveries (DBIA Partnership)		-16,000
	TOTAL	14,000
<b>Christmas Magic Other</b>		
Budget		30,000
Recoveries (Sponsorship)		-5,000
	TOTAL	25,000
<b>Winter Event - Savoury Celebrations</b>		
Budget		4,000
Recoveries (Sponsorship/Advertising)		-2,000
	TOTAL	2,000
<b>Street Pianos / Artist Installation</b>		
Budget		2,000
Recoveries (Sponsorship/Advertising)		-1,000
	TOTAL	1,000
<b>Canada Day</b>		
Fireworks/Music in the Park		19,000
Recoveries (Government Grants)		-5,000
	TOTAL	14,000
<b>Christmas Market - Lighting Up Ceremony</b>		
Event related infrastructure/movie/guest chefs		3,000
	TOTAL	3,000

**TOWN OF COBOURG  
2021 OPERATING BUDGET ESTIMATES**

<b>Cobourg Santa Claus Parade</b>	
Budget	2,000
Partnership DBIA	3,500
Recoveries (Sponsorship & Float Fees)	-4,500
TOTAL	1,000
Recoveries (Partnership DBIA Christmas Lights)	-16,000
Recoveries (Advertising/Sponsorships)	-16,000
Recoveries (Government Grants)	-5,000

# TOWN OF COBOURG

## 2021 OPERATING BUDGET ESTIMATES

COMMITTEE: **COMMUNITY DEVELOPMENT**

FUNCTION/ACTIVITY: **TOURISM**

ACCOUNT#: **8920.100**

2020	2019	2020			2021		2021	2022	2023
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
92,100	48,771	55,640	892010	Payroll Salaries & Wages	58,017			96,470	98,110
0	2,021	268	892011	Payroll - Overtime	0			0	0
45,940	29,512	0	892015	Payroll Summer Ambassadors	39,334			40,003	40,683
24,616	15,541	15,931	892030	Payroll Fringe Benefits	16,825			31,602	34,102
8,040	3,601	0	892031	Payroll Summer Ambassadors Benefits	6,883			7,801	8,747
1,200	0	0	NEW	Uniforms	600			650	700
171,896	99,446	71,839		SUB TOTAL SALARIES, WAGES & BENEFITS	121,659		0	176,526	182,342
500	1,044	0	8920150	Office Supplies	500			600	700
2,000	499	0	8920160	Office Equipment Purchase	600			650	700
1,500	1,781	707	8920180	Telephone & Answering Svc	1,500			1,500	1,500
75,000	102,897	26,438	8920210	Advertising & Promotions	40,000			100,000	100,000
0	121	0	8920220	Printing	0			0	0
1,000	1,000	2	8920230	Photocopier Expense	1,000			1,000	1,000
1,000	428	0	8920240	Postage & Couriers	1,000			1,000	1,000
250	0	61	8920250	Membership & Subscrip'ns	350	*		350	350
1,500	201	0	8920260	Training & Courses	1,000			1,500	1,500
1,000	0	0	8920270	Travel Expense	500			1,000	1,000
2,000	0	0	8920380	Conferences & Conventions	1,000			2,000	2,000
2,000	1,868	0	8920390	Souvenir Purchases	2,000			2,000	2,000
500	0	0	8920851	Special Project - Bike Rental Program	500			500	500
0	0	0 NEW		Special Project - Hop on Hop off bus tour	0	*		2,500	2,500
750	1,518	1,382	8920919	Bank Service Fees	750			750	750
89,000	111,357	28,590		SUB TOTAL MATERIALS	50,700		0	115,350	115,500
1,500	664	0	8920550	Security Contract	1,500			1,500	1,500
0	14,329	0	8920750	Contracts	0			0	0
1,500	14,993	0		SUB TOTAL CONTRACTED SERVICES	1,500		0	1,500	1,500
-1,000	-3,335	0	87088	Filming Recoveries	-1,000			-1,000	-1,000
-2,500	-1,284	-54	8871	Souvenir Sales	-2,500			-2,500	-2,500
-500	-558	0	8872	Bike Rentals	-500			-500	-500
-5,000	-7,840	0	8873	Government Grant - Wages	-5,000			-5,000	-5,000
-35,500	-31,114	0	8874	Ad Revenue	0			-36,500	-36,500
0	0	0 NEW		Sponsorship	-1,500			-1,500	-1,500
0	0	-54,728	871148920	Provincial Grant	0			-1,500	-1,500
-44,500	-44,131	-54,782		TOTAL REVENUE	-10,500		0	-48,500	-48,500
217,896	181,665	45,647		NET TOURISM	163,359		0	244,876	250,842

# TOWN OF COBOURG 2021 OPERATING BUDGET ESTIMATES

## BUDGET JUSTIFICATION

COMMITTEE: **COMMUNITY DEV**

FUNCTION/ACTIVITY: **TOURISM**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
<p>To promote the Town as a tourist destination through marketing and linkages with public and private sector organizations. Maintain relevant tourism-related demographics, database and visitor information and co-ordinate the annual visitors guide. Work with the existing tourism related business to create co-op marketing opportunities.</p> <p><b>PERFORMANCE DATA:</b></p> <p><b>Demographics and Database Management</b> A robust visitor demographics collection strategy was employed in 2018 including surveys, cell phone tracking, web analytics, and laser tracking. Overall, Cobourg is branded first by its beach and second by its multiple event offerings.</p> <p><b>Visitor Information</b> A pilot program to relocate Visitor Information services to Victoria Hall proved most effective, with a dramatic increase of guest traffic and a higher volume of marketing collateral distribution. Guest surveys indicated that people enjoyed the convenience of the location and were promoted to view the Art Gallery and Court Room attractions.</p> <p><b>Marketing &amp; Brand Strategy</b> Promoting the new the "Experience Cobourg" brand proved successful in increasing awareness of Cobourg within the GTA, Eastern Ontario and the Capital Region. Postal code tracking through online surveys showed an increase in visitation in each of these regions.</p> <p><b>Souvenirs</b> Experience Cobourg will continue to sell the unique Hoselton sculptures designed and crafted in 2018. 2021 Experience Cobourg will include in their souvenir inventory beach toys, towels and umbrellas for rent.</p>	2021	8920210	Advertising & Promotions	<p>Due to COVID-19 we do not foresee local businesses being able to afford advertising. Therefore, we are reducing the advertising and promotions budget to offset loss of revenue.</p> <p>As we recover from COVID-19, tourism marketing and promotion will be essential to the economic recovery of our local economy.</p> <p>As the situation progresses due to COVID-19, the Town of Cobourg 2021 advertising and promotions activities will be on guidance from the Province of Ontario and the Tourism Industry Association of Ontario.</p>
	2021	8930380	Conferences/Sport & Conventions	<p>As COVID-19 has changed the way that we manage and promote community events and cultural activities, we believe there will be many lessons to come out of 2020.</p> <p>Participation in industry-related trade shows and conferences will be important to learn new techniques and best practices.</p> <p>TIAO Tourism Industry Conference Digital Marketing Canada Conference Ontario Tourism Summit</p>

**TOWN OF COBOURG  
2021 OPERATING BUDGET ESTIMATES**

**2021 - 2023 MARKETING AND PROMOTIONS BUDGET**

	<b>2021</b>	<b>2022</b>	<b>2023</b>
Printed Materials / Guides	25,000	39,000	39,000
Website Redevelopment / Content Development / Social Media Design	8,000	8,000	8,000
External Ad Placements / Promotion	15,500	18,500	18,500
Website Support & Annual Expenses	8,000	30,000	30,000
Photography / Video Production	5,000	1,500	1,500
TODs Signage	3,500	3,000	3,000
Government Grants	-25,000		
<b>TOTAL</b>	<b>40,000</b>	<b>100,000</b>	<b>100,000</b>