



PUBLIC WORKS



Operating Budget Large Increase



Operating Budget – Large Increases

Budget Information

Division:	Public Works Division	Department:	Engineering
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Large Increase Item	Justification	Budget Implication
Vehicle Maintenance	Other	\$ 3,000
	Engineering vehicle to be officially established and added to fleet as well as new annual maintenance budget.	<input type="checkbox"/> One-time expense <input checked="" type="checkbox"/> Ongoing expense
Total Budget Implication (\$):		\$3,000

Large Increase Item	Justification	Budget Implication
Contribution to Vehicle Replacement Reserve	Other	\$ 6,500
	Engineering vehicle to be officially established and added to fleet as well as a dedicated contribution to the vehicle replacement reserve.	<input type="checkbox"/> One-time expense <input checked="" type="checkbox"/> Ongoing expense
Total Budget Implication (\$):		\$ 6,500

Division:	Public Works Division	Department:	Transit
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Large Increase Item	Justification	Budget Implication
Cash fare boxes	Other	\$10,000
	Four additional fare boxes to be installed in all vehicles	<input checked="" type="checkbox"/> One-time expense <input type="checkbox"/> Ongoing expense
Total Budget Implication (\$):		\$10,000

Large Increase Item	Justification	Budget Implication
Shelter Maintenance	Other	\$13,000
	New shelter maintenance contract for cleaning and snow clearing increase	<input type="checkbox"/> One-time expense <input checked="" type="checkbox"/> Ongoing expense
Total Budget Implication (\$):		\$13,000



Operating Budget – Large Increases

Division:	Public Works Division	Department:	Roads & Sewers
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Large Increase Item	Justification	Budget Implication
New Road Patrol Software	Other	\$26,000
	Dashcam and software for road patrol and bi-annual pavement condition assessments.	<input checked="" type="checkbox"/> One-time expense (\$10,000) <input checked="" type="checkbox"/> Ongoing expense (\$16,000)
Total Budget Implication (\$):		\$26,000



Capital Budget



Capital Budget – Projects

Project Title:	DePalma Drive Road Extension, 120m west of existing dead end Development Charge Item		
Division:	Public Works Division	Department:	Engineering

Justification Category

- Council Request
 Organizational Review
 Strategic Plan
 Other

Please explain justification in detail:
 DePalma Drive road extension is identified in the Town's DC background study, DePalma Drive will ultimately extend westerly from the current dead end to a future north-south extension of Rogers Road. The current project is to extend the road 120m to accommodate development activity. The road extension cost is 90% DC eligible whereas the remaining 10% would be Town funded through the tax levy.
 Watermain is project 2a from Water Master Plan and is 100% DC eligible (growth related)
 Start Date: 2024

Budget Implications

Budget Required:	\$190,374		
Funding Available:	Development Charges - \$171,337 Tax Levy - \$19,037		
Total Project Cost (\$):			\$190,374
Total Budget Required (\$):			\$19,037

Commitments:
Please describe any commitments that have already been made for this capital project.
 Council approval has been requested on November 27th, 2023 to enter into a development agreement for the road extension.

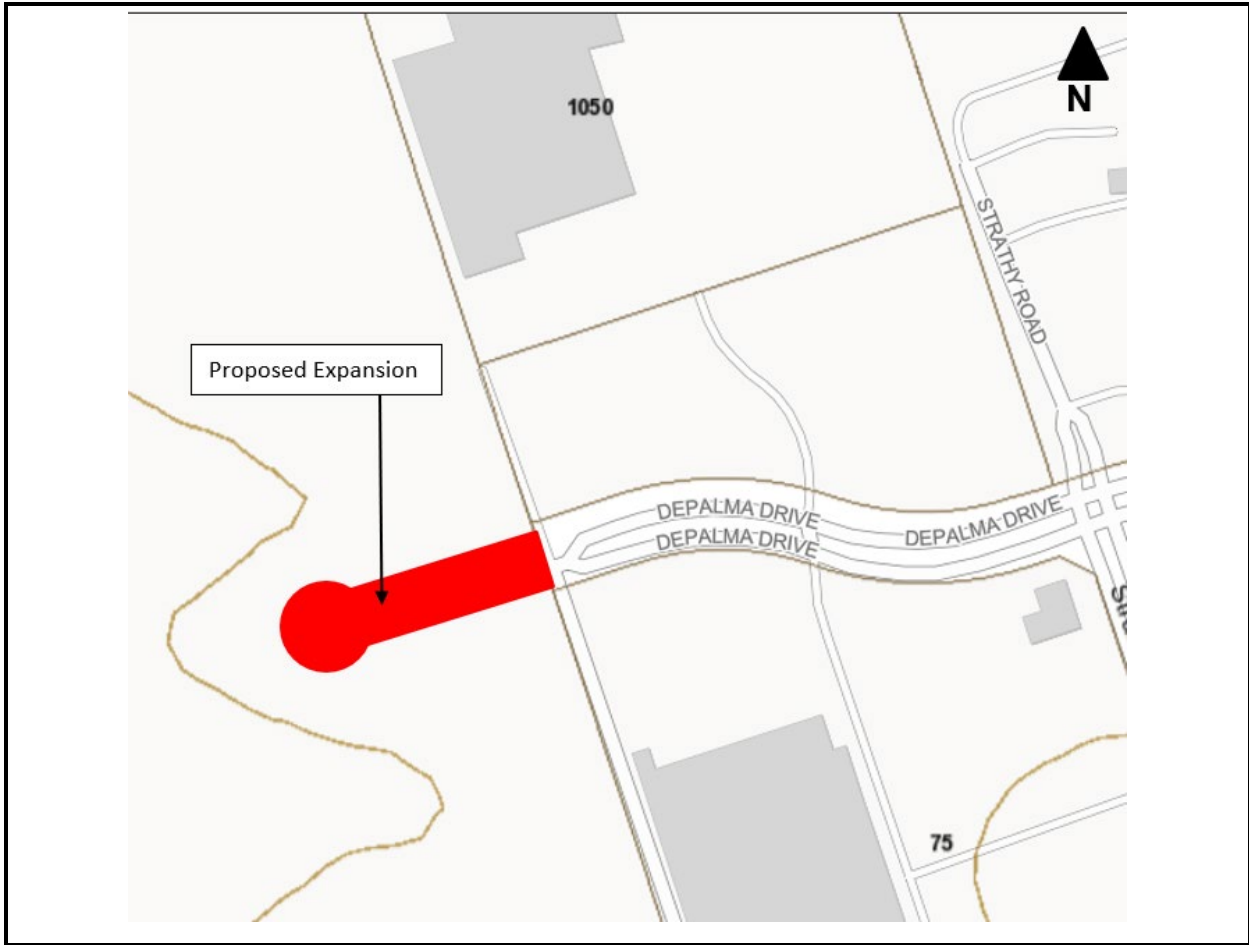
Effects on Future Operating Budgets:
Please describe any impacts on future operating budgets (ie. maintenance costs, staffing, etc.)
 The Town will eventually assume responsibility of the road following a two year maintenance period.

Public Consultation Requirements:
Please describe the public consultations that are required for this project.
 Planning Act related public consultation

Timeline and Major Milestones:
Please describe the projected timeline and specific milestones of the project, if applicable.
 Construction is dependent on executing the development agreement.

Pictures:

Capital Budget – Projects





Capital Budget – Projects

Project Title:	Flashing Beacons @ King/College Crosswalk	
Division:	Public Works Division	Department: Engineering

Justification Category

- Council Request
 Organizational Review
 Strategic Plan
 Other

Please explain justification in detail:

In 2023 a warrant study was conducted at the existing crosswalk at King and College to determine what type of crossing is applicable in accordance with *Ontario Traffic Manual Book 15: Pedestrian Crossings* based on the number of pedestrians and vehicles. The study determined that the location warrants a Level 2 Type C pedestrian crossover which is similar to the existing except it also includes having flashing yellow lights to warn oncoming traffic of the potential for pedestrians crossing. It is also proposed to move the crossing west of College to reduce the number of vehicles turning conflicts with pedestrians.

Start Date: Spring 2024

Budget Implications

Budget Required:	\$25,000
Funding Available:	CCBF - \$25,000
Total Project Cost (\$):	\$25,000
Total Budget Required (\$):	\$0

Commitments:

Please describe any commitments that have already been made for this capital project.

N/A

Effects on Future Operating Budgets:

Please describe any impacts on future operating budgets (ie. maintenance costs, staffing, etc.)

Currently the only operational costs for the crosswalk is for pavement marking refreshment and ensuring signs have adequate reflectivity. Adding flashing beacons will require maintenance associated with replacement/repair parts and capital replacement costs.

Public Consultation Requirements:

Please describe the public consultations that are required for this project.

It is anticipated that a public notice will be provided to advertise the change in location of the crosswalk however the existing crosswalk will not be impacted while the new location is being implemented.

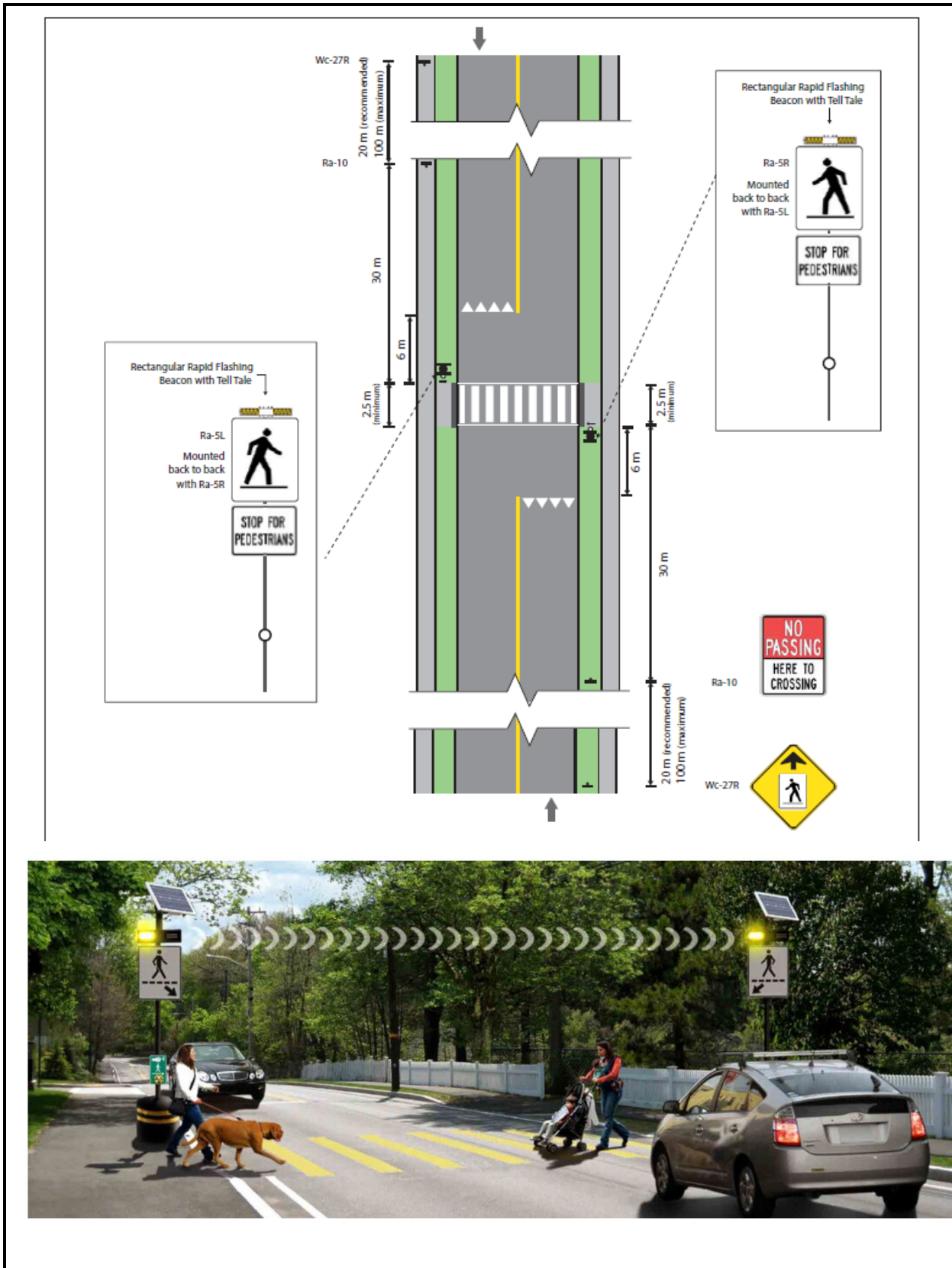
Timeline and Major Milestones:

Please describe the projected timeline and specific milestones of the project, if applicable.

Ideally the new crosswalk location will be operational by July 1. The line painting contract stipulates that downtown pavement marking be completed by this deadline.

Pictures:

Capital Budget – Projects





Capital Budget – Projects

Project Title:	Midtown Creek Ponding Area Repair and Monitoring		
Division:	Public Works Division	Department:	Engineering

Justification Category

- Council Request
 Organizational Review
 Strategic Plan
 Other

Please explain justification in detail:

Following the completion of the Midtown Creek realignment in 2020, the Department of Fisheries and Oceans (DFO) required annual monitoring for 3 years as well as a Letter of Credit to secure the costs associated with any required repairs and/or additional monitoring. 2023 was the final year for monitoring and upon inspection, some deficiencies were noted that require repairs and subsequently additional monitoring. Repairs are only permitted to be conducted between July 15 and Sept 1 due to fishery restrictions. 2024 costs include repairs and monitoring costs which may continue into 2025 and 2026 (total budget should span all years of required monitoring). Funding for this project can be sourced from the stormwater reserve further illustrating the benefit of contributing dedicated funds to stormwater infrastructure for both planned and unexpected expenses.

Start Date: Summer 2024

Budget Implications

Budget Required:	\$90,000		
Funding Available:	Stormwater Reserve - \$90,000		
Total Project Cost (\$):		\$90,000	
Total Budget Required (\$):		\$0	

Commitments:

Please describe any commitments that have already been made for this capital project.

This project is not optional as the Town obtained a DFO permit to conduct the work within a watercourse. The permit cannot be closed off until all work has been completed according to the design and the watercourse has proven to be stable. DFO has a letter of credit from the Town for security purposes similar to how developers must provide the same to the Town to ensure works are constructed as proposed.

Effects on Future Operating Budgets:

Please describe any impacts on future operating budgets (ie. maintenance costs, staffing, etc.)

The ponding area is a Town asset that will be maintained annually and as needed which involves inspecting the culvert to ensure there are no blockages at the inlet as well as ensuring that the creek banks remain stable and do not encroach on fish passage both up or down stream.

Public Consultation Requirements:

Please describe the public consultations that are required for this project.

N/A

Timeline and Major Milestones:

Please describe the projected timeline and specific milestones of the project, if applicable.

Repairs are required to be conducted between July 15 and Sept 1 due to fishery restrictions. Annual monitoring beyond completion of the repair will be determined by DFO.

Capital Budget – Projects

Pictures:





Capital Budget – Projects

Project Title:	New Amherst Sanitary Pump Station and Forcemain Development Charge Item		
Division:	Public Works Division	Department:	Engineering

Justification Category

- Council Request
 Organizational Review
 Strategic Plan
 Other

Please explain justification in detail:
 A sanitary pump station (SPS) is required at the south-west corner of the New Amherst subdivision development. The pump station and forcemain has been included in the Town's DC study. The Developer will construct the SPS and be compensated through either DC credits or reimbursement. Financial details will be addressed through a DC agreement with the Developer at a later date. The SPS is located at the south-west corner of New Amherst property as it is the lowest in geodetic elevation. Gravity sanitary sewers from the subdivision will drain into the SPS, then be pumped through a forcemain pipe (pressurized) to the existing gravity system on Kerr Street. This flow is directed to WPCP#1 for treatment.
 Start Date: Late 2024/Early 2025

Budget Implications

Budget Required:	\$2,233,600
Funding Available:	Development Charges - \$2,233,600
Total Project Cost (\$):	\$2,233,600
Total Budget Required (\$):	0

Commitments:
 Please describe any commitments that have already been made for this capital project.
 The pump station and forcemain has been included in the Town's Development Charges Study.

Effects on Future Operating Budgets:
 Please describe any impacts on future operating budgets (ie. maintenance costs, staffing, etc.)
 The Town will eventually assume responsibility of the pump station and forcemain.

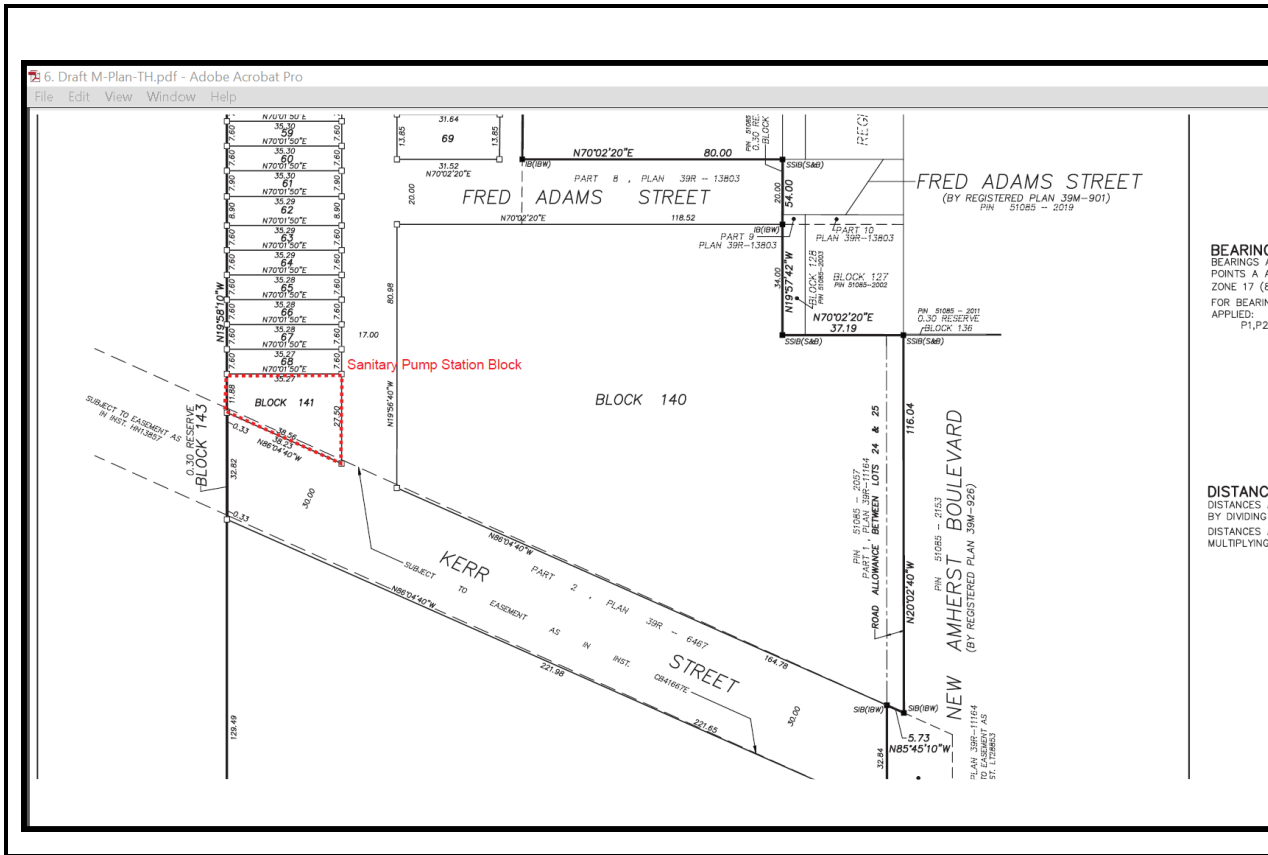
Public Consultation Requirements:
 Please describe the public consultations that are required for this project.
 N/A

Timeline and Major Milestones:
 Please describe the projected timeline and specific milestones of the project, if applicable.
 Pump station is required to service New Amherst Development, Stage 2, Phase 3 (final stage) and should be constructed in 2024/2025

Pictures:



Capital Budget – Projects





Capital Budget – Projects

Project Title:	Bi-Annual Sidewalk Replacement	
Division:	Public Works Division	Department: Engineering

Justification Category

- Council Request
 Organizational Review
 Strategic Plan
 Other

Please explain justification in detail:

Staff have identified five (5) highly utilized locations that lack sidewalk connectivity and generally are in close proximity to schools and connect high pedestrian generating properties. The five (5) sites are described as follows:

1. East side of D’Arcy Street, Elgin Street East to Nickerson Drive (85m)
2. West side of Division Street, Veronica St. to Veronica St. (340m)
3. South side of Densmore Road, Division Street to Birchwood Trail (380m)
4. South side of University Ave West, west of William St, (40m)
5. North side of Elgin Street East, D’Arcy Street to Conger Avenue (220m)

Sites 1, 2 and 3 are identified in the 2019 Sidewalk Priority Plan and although they may not be the next three highest priorities listed, due to recently developed and redeveloped sites in the area, the subject locations have become increasingly utilized by pedestrians, specifically high school attendees and Staff are recommending that these linkages be completed for their safety.

Site 4 was not identified in the Sidewalk Priority Plan as University between William and Margaret is considered a local road and only required sidewalk on one side. Since then, a major housing development has been built that logically required a sidewalk to be constructed along its frontage at the developers cost. The remaining connections to Margarat and William on the south side are what will be paid for by the Town through CCBF funds.

Site 5 is 90% eligible for development charges.

Council pre-approved \$30,303.11 in 2023 to conduct the topographic and legal surveys of the area to ensure design can be completed over the winter and tender/construction in the spring of 2024.

Start Date: May 2024

Budget Implications

Budget Required:	\$600,000	
Funding Available:	CCBF \$496,230, Development Charges \$103,770	
Total Project Cost (\$):		600,000
Total Budget Required (\$):		0

Commitments:

Please describe any commitments that have already been made for this capital project.
 Capital funding in 2024 will be required for design and construction of the works.



Capital Budget – Projects

Effects on Future Operating Budgets:

Please describe any impacts on future operating budgets (ie. maintenance costs, staffing, etc.)

N/A

Public Consultation Requirements:

Please describe the public consultations that are required for this project.

Engineering staff will be contacting property owners impacted by the sidewalk construction to discuss any encroachment issues as well as scheduling for construction.

Timeline and Major Milestones:

Please describe the projected timeline and specific milestones of the project, if applicable.

The project is expected to be surveyed In the fall/winter of 2023, designed in early 2024, go to tender during the winter/spring of 2024 and construction will be completed in 2024.

Pictures:

Please include any pictures or concept images for the capital project, if available.



Capital Budget – Projects

Project Title:	William Street Bridge Rehabilitation		
Division:	Public Works Division	Department:	Engineering

Justification Category

- Council Request
 Organizational Review
 Strategic Plan
 Other

Please explain justification in detail:
 The 2020 and 2022 Ontario Structure Inspection Manual (OSIM) bridge inspections identified components of the William Street bridge to be in poor condition or in need of rehabilitation work to meet current standards and practice. Items identified as high priority include the barrier system not meeting current Canadian Highway Bridge Code, no approach guiderails, poor condition sidewalks, inadequate sidewalk widths and lighting deficiencies. A design budget was approved for 2023 which as been awarded along with the design of the King Street West Culvert replacement to ensure efficiencies in Staff and consultant time and costs.
 Start Date: May 2024

Budget Implications

Budget Required:	\$2,100,000		
Funding Available:	OCIF \$1,400,000 Debentures \$700,000		
Total Project Cost (\$):			\$2,100,000
Total Budget Required (\$):			0

Commitments:
Please describe any commitments that have already been made for this capital project.
 2023 design budget approval of \$100,000 (OCIF)
 Design contract has been awarded and is on-going.

Effects on Future Operating Budgets:
Please describe any impacts on future operating budgets (ie. maintenance costs, staffing, etc.)
 N/A

Public Consultation Requirements:
Please describe the public consultations that are required for this project.
 A public meeting occurred on December 7, 2023 to notify residents of this upcoming construction planned for 2024.

Timeline and Major Milestones:
Please describe the projected timeline and specific milestones of the project, if applicable.
 The design and tender are expected to be completed in early 2024 and construction will be completed in 2024.

Pictures:

Capital Budget – Projects





Capital Budget – Projects

Project Title:	King Street West Reconstruction	
Division:	Public Works Division	Department: Engineering

Justification Category

- Council Request
 Organizational Review
 Strategic Plan
 Other

Please explain justification in detail:

This section of King Street West, from Burnham St to William St is generally in poor condition including frequent watermain breaks and ranks high on LUSI asset management priorities due to heavy corrosion and reduced flow; poor road surface condition; and poor sanitary and storm sewers which were constructed in ~ 1960. The bridge over Cobourg Creek requires deck surface repairs and structural concrete repairs per 2022 OSIM inspection and considering the extensive repair work on King Street West road surface, these repairs are being included in the overall project as well. The residential property fronting King Street West adjacent to the existing entrance to WPCP#1 has been purchased which provides the opportunity to construct a proper width industrial entrance to WPCP #1 will also be included in the project. The design budget of \$150,000 was approved in 2021.

Budget Implications

Budget Required:	2024: \$75,000 2025: \$4,700,000
Funding Available:	CCBF - \$45,000 Sanitary Reserve - \$30,000
Total Project Cost (\$):	
\$75,000	
Total Budget Required (\$):	
0	

Commitments:

Please describe any commitments that have already been made for this capital project.
2021 design budget approval: \$150,000

Effects on Future Operating Budgets:

Please describe any impacts on future operating budgets (ie. maintenance costs, staffing, etc.)
N/A

Public Consultation Requirements:

Please describe the public consultations that are required for this project.
King Street property owners will be notified of a public meeting during the design process in 2024 and provided a schedule for anticipated 2025 construction.

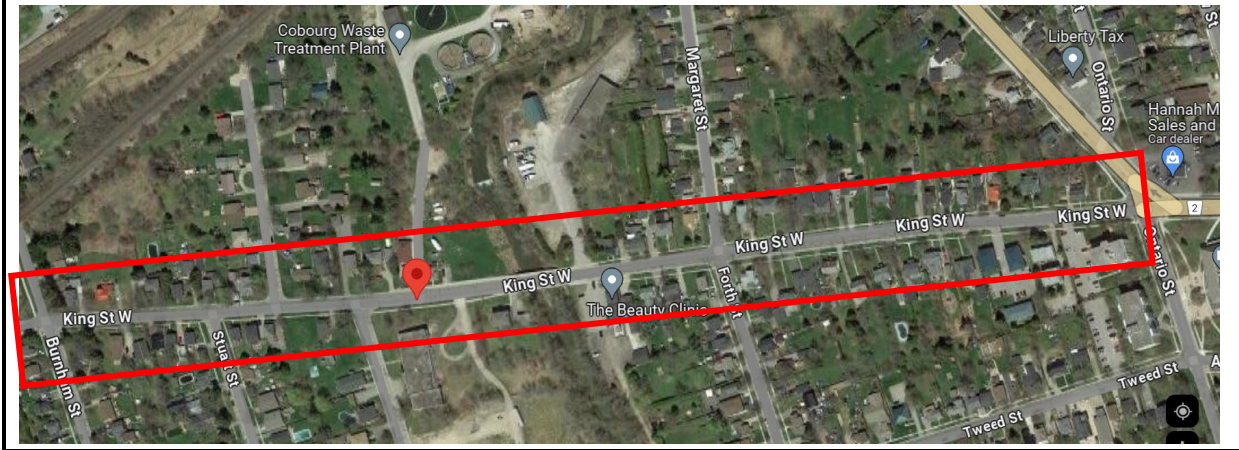
Timeline and Major Milestones:

Please describe the projected timeline and specific milestones of the project, if applicable.
This is a complex and major design with many factors to consider including road width, parking, sanitary sewers, storm sewers, watermain, a bridge, a new industrial driveway to WPCP#1, consideration of bike lanes or a multi-use trail as well as mature trees and future planning of sanitary servicing for the west end of Cobourg and aging forcemain replacements under King Street from Forth St sanitary pump station to WPCP#1. The design has commenced with geotechnical investigation, legal survey, topographic survey and preliminary feasibility work and design is expected to continue throughout 2024. Construction is expected to proceed in 2025.

Capital Budget – Projects

Pictures:

Please include any pictures or concept images for the capital project, if available.





Capital Budget – Projects

Project Title:	Annual Street Light Replacement Program		
Division:	Public Works Division	Department:	Roads & Sewers

Justification Category

- Council Request
 Organizational Review
 Strategic Plan
 Other

The Town has been switching to LED lamps since 2019 as older induction style lamps burn out. Cobourg's street light fixtures were previously retrofitted with an induction lamp that was ahead of its time upon installation and was quite a lot more efficient than the previous high pressure sodium lights. The typical lifespan of the induction lights was expected to be 60,000-70,000 hours (16.5 years). There are retrofit kits available for LED lights however considering the age of the existing fixtures, the fact that they have been retrofitted once already, and the fact that LED lights generate a significant amount of heat, it is recommended that the entire fixture be replaced. LED fixtures are designed to dissipate the heat generation and extend the life of the lamp. LED lifetime is expected to be 70,000-100,000 hours and they consume roughly half the energy of the induction lights while providing equal or more light output per fixture. Start Date: January 2024

Budget Implications

Budget Required:	\$210,000		
Funding Available:	Debentures \$210,000		
Total Project Cost (\$):			210,000
Total Budget Required (\$):			0

Commitments:
 Please describe any commitments that have already been made for this capital project.
 2019-2024 maintenance contract in place.

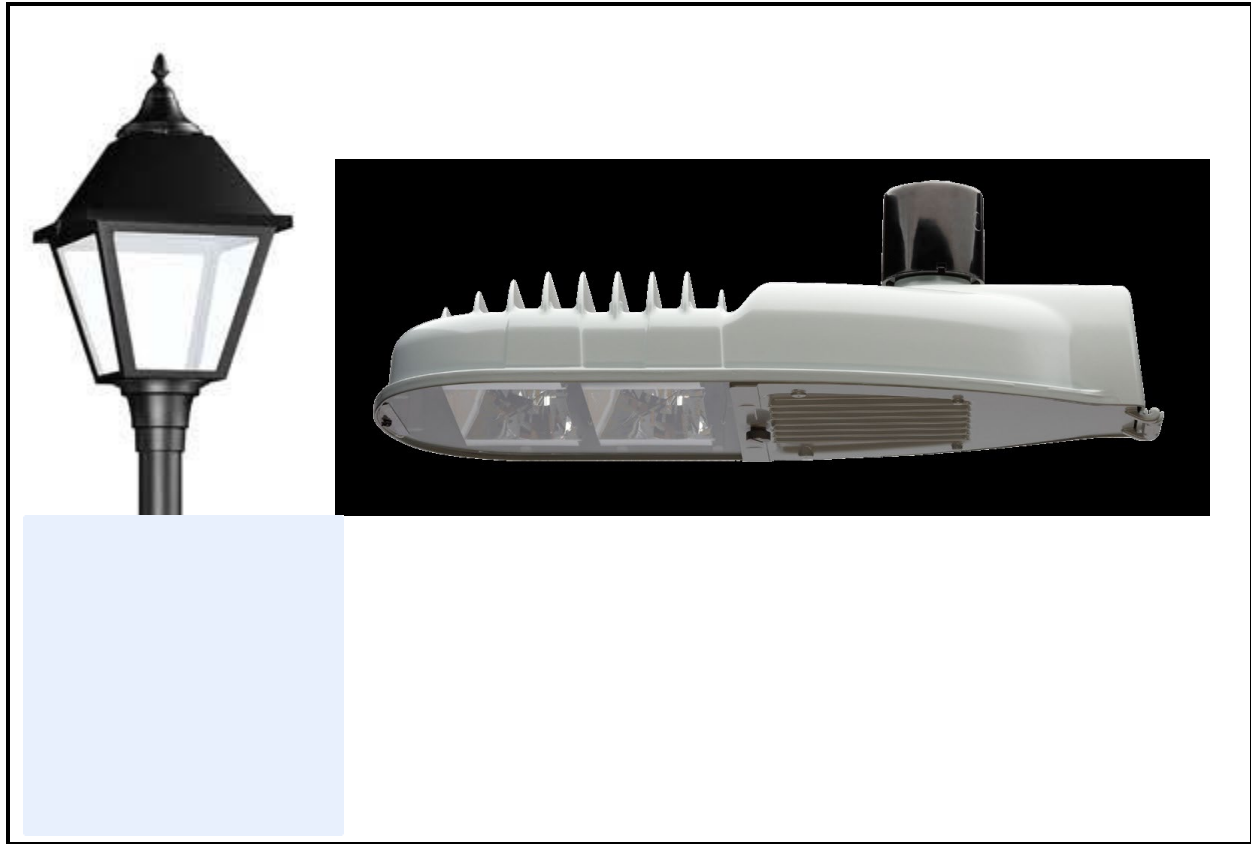
Effects on Future Operating Budgets:
 Please describe any impacts on future operating budgets (ie. maintenance costs, staffing, etc.)
 New operating contract rates will apply as of July 1, 2024

Public Consultation Requirements:
 Please describe the public consultations that are required for this project.
 N/A

Timeline and Major Milestones:
 Please describe the projected timeline and specific milestones of the project, if applicable.
 This is an ongoing annual maintenance contract.

Pictures:
 Please include any pictures or concept images for the capital project, if available.

Capital Budget – Projects





Capital Budget – Projects

Project Title:	Half Tonne Truck Replacement Program		
Division:	Public Works Division	Department:	Roads & Sewers

Justification Category

- Council Request
 Organizational Review
 Strategic Plan
 Other

Please explain justification in detail:

The Roads & Sewers department has been operating with seven half tonne regular cab trucks of which one had to be retired in 2023 (2003 model) and another three have exceeded their useful life of nine (9) years. A more regular replacement program is being established to catch up and reduce maintenance expenses to keep these older vehicles in operation. In addition, all new half tonnes will be able to transport four employees to move more staff with fewer vehicles. Hybrid and electric trucks will continue to be considered. Engineering is currently utilizing a 2006 retired roads truck that will not continue to be repaired upon failure. One surplus truck is being transferred to Engineering in 2024. Historically, only the vactor truck and cctv truck were funded by sanitary reserve and the sweeper was partially funded by stormwater reserve. All other vehicles in the Roads Department have been funded by the general tax levy. Since the Roads Department maintains storm and sanitary infrastructure, additional vehicles should also be funded from these reserves. For simplicity, half tonnes will be split 50/50 from each of the sanitary and stormwater reserves beginning in 2024.

- 2024 - Unit 8-12 transfer to Engineering, retire 05-06 (2006)
- 2024 - Replace 01-03 (2023) retired in 2023
- 2025 - Replace 15-10 (2010)
- 2026 - Replace 8-12 (2012)

Budget Implications

Budget Required:	\$80,000		
Funding Available:	Vehicle Reserve - \$80,000		
Total Project Cost (\$):			\$80,000
Total Budget Required (\$):			\$0

Commitments:

Please describe any commitments that have already been made for this capital project.
 An existing Roads truck (8-12) is being committed to the engineering department which is reflected in the engineering operating budget to now carry vehicle maintenance expenses and a contribution to vehicle reserves. This vehicle was chosen as it is beyond its useful life and is front wheel drive which is not conducive to Roads work.

Effects on Future Operating Budgets:

Please describe any impacts on future operating budgets (ie. maintenance costs, staffing, etc.)
 Timely truck replacement is beneficial to the operational budget since running trucks to failure can be far more costly for repairs and will impact service levels when the vehicle is unexpectedly out of operation. Storm and sanitary operating budgets will see an increase in contribution to vehicle reserves.

Public Consultation Requirements:

Please describe the public consultations that are required for this project.
 N/A

Capital Budget – Projects

Timeline and Major Milestones:

Please describe the projected timeline and specific milestones of the project, if applicable.

2024 - Replace 01-03 (2023) retired in 2023

2025 - Replace 15-10 (2010)

2026 - Replace 8-12 (2012)

Pictures:





Capital Budget – Projects

Project Title:	1-Tonne Truck Replacement Program		
Division:	Public Works Division	Department:	Roads & Sewers

Justification Category

- Council Request
 Organizational Review
 Strategic Plan
 Other

Please explain justification in detail:

The Roads & Sewers department utilizes two 1-tonne trucks that have a useful life of 9 years. 1-tonnes are used for plowing multi-use trails and clearing intersections and crosswalks as well as for carrying water tanks and large equipment. Unit #12-16 also requires a front plow and rear salt / sand spreader. The Department is at capacity for snow clearing operations and will soon require a third 1-tonne for winter maintenance as more and more roads are constructed. Roads are typically plowed by the Town as soon as there is occupancy on a street. The Town may recover the costs of providing winter maintenance services until the road is assumed however we do not have unlimited labour and equipment to continue to keep adding more roads without adding more operators and plows.

Budget Implications

Budget Required:	\$120,000
Funding Available:	Vehicle Reserve - \$120,000
Total Project Cost (\$):	\$120,000
Total Budget Required (\$):	\$0

Commitments:

Please describe any commitments that have already been made for this capital project.

The Town cannot sufficiently maintain winter operations without both 1-tonne vehicle in operation.

Effects on Future Operating Budgets:

Please describe any impacts on future operating budgets (ie. maintenance costs, staffing, etc.)

Timely truck replacement is beneficial to the operational budget since running trucks to failure can be far more costly for repairs and will impact service levels when the vehicle is unexpectedly out of operation.

Public Consultation Requirements:

Please describe the public consultations that are required for this project.

N/A

Timeline and Major Milestones:

Please describe the projected timeline and specific milestones of the project, if applicable.

2024 - Replace 16-15

2025 - Replace 12-16 (including plow and salt/sand spreader \$160,000)

Pictures:

Capital Budget – Projects





Capital Budget – Projects

Project Title:	Snow Plow Replacement		
Division:	Public Works Division	Department:	Roads & Sewers

Justification Category

- Council Request
 Organizational Review
 Strategic Plan
 Other

Please explain justification in detail:

The Roads & Sewers department utilizes six plow/dump trucks that have a useful life of 12 years. The trucks are multi-purpose being plows in the winter and dump trucks in the summer (one is outfitted for carrying a water tank in the summer as well). Unit 19-13 is a 2013 model that was put in service in 2012. Plows are not typically run past their useful life regardless of the condition due to their service criticality for winter maintenance. Used trucks can be auctioned or sold for a good salvage price depending on condition. Neighbouring municipalities have been waiting nearly 2 years to receive deliveries of their plow trucks. The Department is at capacity for snow clearing operations and will soon require a seventh plow truck for winter maintenance as more and more roads are constructed. Roads are typically plowed by the Town as soon as there is occupancy on a street. The Town may recover the costs of providing winter maintenance services until the road is assumed however we do not have unlimited labour and equipment to continue to keep adding more roads without adding more operators and plows.

Budget Implications

Budget Required:	\$450,000
Funding Available:	Vehicle Reserve - \$450,000
Total Project Cost (\$):	
	\$450,000
Total Budget Required (\$):	
	\$0

Commitments:

Please describe any commitments that have already been made for this capital project.

The Town cannot sufficiently maintain winter operations without all six large plow trucks in operation.

Effects on Future Operating Budgets:

Please describe any impacts on future operating budgets (ie. maintenance costs, staffing, etc.)

Timely truck replacement is beneficial to the operational budget since running trucks to failure can be far more costly for repairs and will impact service levels when the vehicle is unexpectedly out of operation.

Public Consultation Requirements:

Please describe the public consultations that are required for this project.

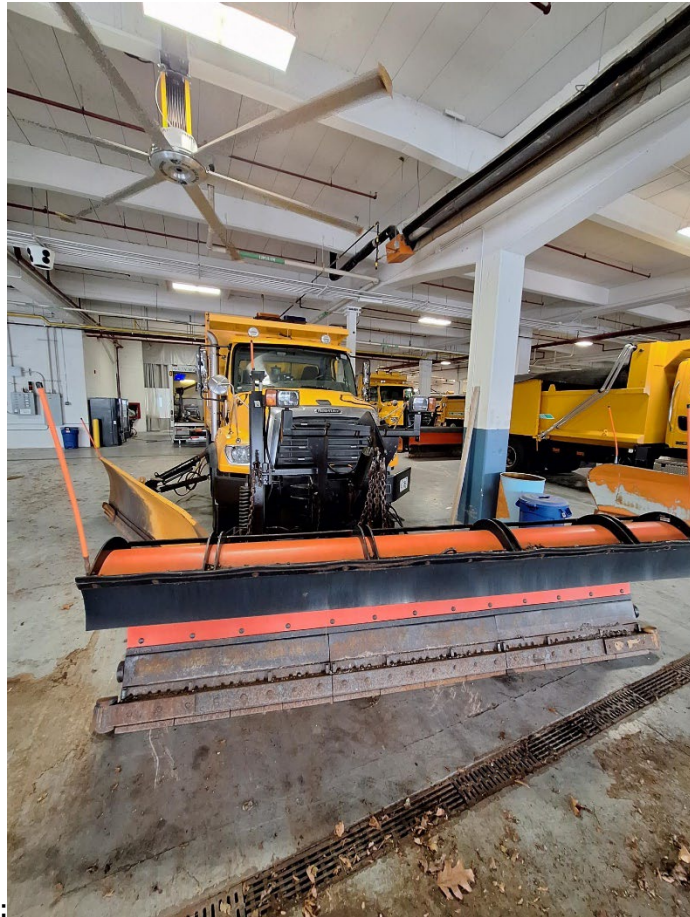
N/A

Timeline and Major Milestones:

Please describe the projected timeline and specific milestones of the project, if applicable.

Truck will be ordered in 2024 however delivery will depend on availability (may be up to 2 years)

Capital Budget – Projects



Capital Budget – Projects

Project Title:	Tractor Backhoe Replacement	
Division:	Public Works Division	Department: Roads & Sewers / Environmental Services

Justification Category

- Council Request
 Organizational Review
 Strategic Plan
 Other

Please explain justification in detail:

Both the Roads & Sewers and Environmental Services department utilize one tractor backhoe which have a useful life of 12 years. Unit 32-14 (Roads) is not due for replacement until 2026 however the Environmental Services backhoe is 2002 vintage, purchased second hand from Roads in 2015, and is in very poor shape being nearly 22 years old. Rather than Environmental Services purchasing new or used from an unknown source, replacing the Roads backhoe early and transferring to Environmental Services is better value for both departments. Estimated used value of Unit 32-14 will be funded by the Sanitary Reserve.

Budget Implications

Budget Required:	\$200,000
Funding Available:	Vehicle Reserve - \$140,000 Sanitary Reserve - \$60,000
Total Project Cost (\$):	
\$200,000	
Total Budget Required (\$):	
\$0	

Commitments:

Please describe any commitments that have already been made for this capital project.

The Environmental Services department relies on the backhoe infrequently but urgently to lift heavy equipment such as pumps for maintenance.

Effects on Future Operating Budgets:

Please describe any impacts on future operating budgets (ie. maintenance costs, staffing, etc.)

N/A

Public Consultation Requirements:

Please describe the public consultations that are required for this project.

N/A

Timeline and Major Milestones:

Please describe the projected timeline and specific milestones of the project, if applicable.

As soon as possible in 2024 to ensure no additional repair costs are incurred with the existing environmental services backhoe.

Pictures:





Capital Budget – Projects

Project Title:	Traffic Signal Intersection Upgrade & Accessible Pedestrian Signals		
Division:	Public Works Division	Department:	Roads/Sewers

Justification Category

- Council Request
 Organizational Review
 Strategic Plan
 Other

Please explain justification in detail:

The Town’s traffic signals are aging and many do not all comply with current standards. Annually, the Town is conducting upgrades at one or more intersections to bring them up to standard. Each intersection has varying needs. Typical upgrades include a new traffic cabinet, traffic controller, two section LED pedestrian heads with countdown timer, new LED highway traffic signal heads, new radar traffic detection system, etc. The radar traffic detection system replaces the traditional traffic loop detectors which are embedded into the asphalt and when repairs are required, can be quite costly and disrupt the intersection for several days. Traditional loop detectors also do not detect motorcycles or cyclists. The radar traffic sensors use radar detection to identify vehicles, motorcycles and cyclists, something that has been identified as an issue for residents having to dismount while cycling and/or ride on the sidewalk to access the pedestrian push button. The Town has first implemented this radar system at Kerr and Division and will become a standard practice for future intersection upgrades and for new signalized intersections.

Also, as part of this project again this year the Town is partnering with Northumberland County to install Accessible Pedestrian Signals (APS) at County traffic controlled intersections in the Town to share the costs. Accessible Pedestrian Signals are linked to the visual pedestrian signals. The APS use sounds and vibrations to help communicate intersection signals for those affected by any form of visual impairment. The APS advise when pedestrians have the right of way to cross the street at a signalized intersection and in which direction they may cross. Two audible tones are used to indicate the direction in which a pedestrian has the right of way. A cuckoo sound accompanied by the walking person display indicates that a pedestrian can cross in the north/south direction. A chirp sound accompanied by the walking person display indicates that a pedestrian can cross in the east/west direction. To date, County has installed an APS at the following intersections:

- ✓ Division/Elgin
- ✓ Burnham/Elgin
- ✓ Frei/Elgin
- ✓ Rogers/Elgin
- ✓ Ontario/Elgin
- ✓ Burnham/Depalma

Elgin/Birchwood and Elgin/New Amherst are remaining intersections. Budget for one APS installation is ~ \$15,000.

Budget Implications

Budget Required:	\$115,000	
Funding Available:	\$115,000 OCIF	
Total Project Cost (\$):		\$115,000.00
Total Budget Required (\$):		\$0

Commitments:

Please describe any commitments that have already been made for this capital project.
 Joint Project with Northumberland County \$15,000

Capital Budget – Projects

Effects on Future Operating Budgets:

Please describe any impacts on future operating budgets (ie. maintenance costs, staffing, etc.)

N/A

Public Consultation Requirements:

Please describe the public consultations that are required for this project.

N/A

Timeline and Major Milestones:

Please describe the projected timeline and specific milestones of the project, if applicable.

The Town utilizes the County's traffic signal maintenance contract and we work with that contractor to design and implement the necessary upgrades at the highest priority intersections.

Pictures:

Please include any pictures or concept images for the capital project, if available.





Capital Budget – Projects

Project Title:	Transit Fleet		
Division:	Public Works	Department:	Transit

Justification Category

- Council Request
 Organizational Review
 Strategic Plan
 Other

Please explain justification in detail:

Replacement of vehicle 908 purchased in 2017 with seven (7) year of lifecycle completed. Delivery for new vehicle orders are approximately 12-18 months after confirmed order. Spare reliable Town-owned vehicle(s) are required in the fleet to lower costs associated with utilizing contractor vehicles, reducing maintenance costs and provide reliable accessible vehicles for transit riders.

The current Metrolinx contract with Creative Carriage for 8m low floor vehicles is now in its second and final year, the Town must place an order by October 13, 2024 to capitalize on the savings and procurement process facilitated by Metrolinx.

Investing in Canada Infrastructure Fund Program (ICIP) funding is available to cover the cost of 73.33% of fleet replacement until 2037.

Budget Implications

Budget Required:	\$550,00.00	
Funding Available:	ICIP - \$403,332 Vehicle Reserve - \$146,668	
Total Project Cost (\$):		\$550,000.00
Total Budget Required (\$):		\$0

Commitments:

Please describe any commitments that have already been made for this capital project.

The on-demand transit service is relying on contractor rentals and is unreliable partially due to aging fleet and number of fleet. Total fleet owned by Town should be a minimum of five (5) buses plus more for the fixed route pilot if approved.

Effects on Future Operating Budgets:

Please describe any impacts on future operating budgets (ie. maintenance costs, staffing, etc.)

Purchasing new vehicles will reduce maintenance costs associated with older vehicles and provide lower operating costs associated with utilizing contractor vehicles at a higher hourly rate.

Public Consultation Requirements:

Please describe the public consultations that are required for this project.

N/A

Timeline and Major Milestones:

Please describe the projected timeline and specific milestones of the project, if applicable.

Ordering buses as soon as possible is critical as delivery is 12-18 months.

Capital Budget – Projects

Pictures:





Capital Budget – Projects

Project Title:	Transit Operations Centre Modular Building at 390 King St W (Former Public Works Facility)		
Division:	Public Works	Department:	Transit

Justification Category

- Council Request
 Organizational Review
 Strategic Plan
 Other

Please explain justification in detail:

The Public Works Department is currently drafting an RFP for Transit Operations as well as a separate RFP for Vehicle Maintenance. The RFP is anticipated to be tendered shortly after budget approval with operations commencing in summer 2024 pending the date of RFP issuance.

Through drafting the Transit Operations RFP staff have identified the potential of the successful Contractor utilizing Town property located at 390 King St W (former Public Works Facility) to store Town vehicles in a secured and heated existing garage for vendors who do not currently have a local facility. 390 King St W currently provides off-season storage for Public Works and Parks equipment. The existing salt shed can be utilized as an alternative storage area for this equipment, however it requires a door to make the building secure and to provide full protection from the elements. Other locations are available for storage in the Northam Industrial Park which would also require an investment for similar overhead door upgrades. Having a vendor take advantage of a Town facility in Cobourg to run their operations, will in turn provide hourly cost savings to the Town for transit services. In order to provide administrative office space at the same address, Staff have researched mobile office trailer rentals as well as purchasing a modular building to be erected beside the existing garage. Upon researching mobile office trailer rentals, locating an office trailer with a washroom has proven to be quite difficult. If the Town rents a mobile trailer, office staff have to exit the trailer in all weather conditions and utilize the washroom in the existing garage, which will also require upgrades as there is currently one washroom. Staff recommend purchasing a modular building at a cost of approximately \$100,000.00; office furniture and equipment (\$37,500.00), salt shed door (\$25,000.00), and servicing (water/sewer) for the building (\$25,000.00). A rental would also not be eligible for ICIP funding.
 Start Date: January 2024

Budget Implications

Budget Required:	\$187,500.00 ICIP: \$137,493.75 Tax Levy: \$50,006.25	
Funding Available:	The Town of Cobourg would be required to submit a modification request by January 31, 2024 through Investing in Canada Infrastructure Program (ICIP) modifying the Towns approved projects (Bus purchases) up until 2037. Modification Request Approval is required from ICIP to utilize ICIP funds for this project. Funding through ICIP is 73.33%.	
Total Project Cost (\$):		\$187,500.00
Total Budget Required (\$):		\$50,000

Commitments:

Please describe any commitments that have already been made for this capital project.
 N/A



Capital Budget – Projects

Effects on Future Operating Budgets:

Please describe any impacts on future operating budgets (ie. maintenance costs, staffing, etc.)

The Town will enter into a leasehold agreement with the contractor, the contractor will be responsible to make payment for heat, hydro/water and sewer costs. All other expenses such as internet, computers etc. will also be the responsibility of the contractor.

Public Consultation Requirements:

Please describe the public consultations that are required for this project.

N/A

Timeline and Major Milestones:

Please describe the projected timeline and specific milestones of the project, if applicable.

Office space at 390 King would have to be implemented at the time of the new contract which is expected to be summer 2024. Delivery of modular building is anticipated to be 8 weeks plus order and installation of office furniture.



Capital Budget – Projects

Project Title:	Transit Stop Improvements		
Division:	Public Works	Department:	Transit

Justification Category

- Council Request
 Organizational Review
 Strategic Plan
 Other

Please explain justification in detail:

Improving accessibility at existing transit stops, including curb cuts and concrete pad installations as per the AODA.

Investing in Canada Infrastructure Fund Program (ICIP) funding is available, the Town will request modification of the Town’s project (s) to include transit stop improvements.

Budget Implications

Budget Required:	\$20,000.00		
Funding Available:	ICIP - \$14,666 Tax Levy - \$5,334		
		Total Project Cost (\$):	\$20,000.00
		Total Budget Required (\$):	\$5,334.00

Commitments:

Please describe any commitments that have already been made for this capital project.
 N/A

Effects on Future Operating Budgets:

Please describe any impacts on future operating budgets (ie. maintenance costs, staffing, etc.)
 N/A

Public Consultation Requirements:

Please describe the public consultations that are required for this project.
 N/A

Timeline and Major Milestones:

Please describe the projected timeline and specific milestones of the project, if applicable.
 As time permits in 2024



Operating Budget Special Projects



Operating Budget – Special Project

Project Title:	OSIM Inspections		
Division:	Public Works Division	Department:	Roads & Sewers

Justification Category

- Council Request
 Organizational Review
 Strategic Plan
 Other

Please explain in detail:
 Ontario Structural Inspection Manual (OSIM) Bridge Inspections are required every 2 years per O. Reg. 104 under the Public Transportation and Highway Improvement Act
 Timeline: 2024

Budget Implications

Budget Required:	\$16,500		
Funding Available:	Tax levy		
		Total Project Cost (\$):	\$16,500
		Total Budget Required (\$):	\$16,500

Commitments:
 Please describe any commitments that have already been made for this special project.
 None

Effects on Future Operating Budgets:
 Please describe any impacts on future operating budgets (ie. maintenance costs, etc.)
 OSIMs are required every 2 years

Pictures:



Operating Budget – Special Project

Project Title:	Limited Fixed Route Transit Pilot		
Division:	Public Works Division	Department:	Transit

Justification Category

- Council Request
 Organizational Review
 Strategic Plan
 Other

Please explain in detail:

To provide Town of Cobourg transit riders with the opportunity to ride a limited fixed route at approximately 16 stop locations throughout the Town in conjunction with operating On Demand vehicles. The proposed fixed route would allow riders to go to one of 16 stop locations where a bus would complete a 1 hour loop from Monday to Friday 9am-5pm.

Delivery of the Town’s two (2) new buses is not anticipated until early 2025. The new operations contract will require proponents to provide two spare vehicles for on-demand service as well as a third vehicle of similar seating capacity to provide this limited fixed route service at an additional cost to the Town (now 4 buses in operation M-F).

Proposed one (1) year trial period, staff to track ridership and report back to Council.

Budget Implications

Budget Required:	175,000		
Funding Available:	Tax Levy		
Total Project Cost (\$):			175,000
Total Budget Required (\$):			175,000.

Commitments:

Please describe any commitments that have already been made for this special project.
N/A

Effects on Future Operating Budgets:

Please describe any impacts on future operating budgets (ie. maintenance costs, etc.)
If adopted permanently, it would be expected that the annual cost associated with the fixed route would be approximately \$100,000 once the Town has sufficient fleet to service both the fixed and on-demand systems.

Pictures:

Please include any pictures or concept images for the special project, if available.

Operating Budget – Special Project

