

Town of Cobourg – 2025 Budget

Capital Costs



Town of Cobourg - 2025 Budget Capital Budget



Department	Costs	Grants	Reserve Funds	Debenture	Development Charges	Other	Tax Levy
General Government	\$1,585,500	(\$240,000)	(\$100,000)	(\$1,000,000)	\$0	(\$8,000)	\$237,500
Protection	\$41,240,000	(\$10,000)	(\$685,000)	(\$40,500,000)	\$0	\$0	\$45,000
Public Works	\$44,786,534	(\$29,341,346)	(\$3,597,204)	(\$11,647,650)	\$0	(\$60,000)	\$140,334
Parks and Recreation	\$23,758,550	(\$5,100,000)	(\$215,550)	(\$17,902,000)	(\$340,000)	\$0	\$201,000
Culture and Community	\$65,000	\$0	(\$35,000)	\$0	\$0	\$0	\$30,000
Planning and Development	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Community Development	\$47,200	\$0	(\$40,000)	\$0	\$0	\$0	\$7,200
Total	\$111,482,784	(\$34,691,346)	(\$4,672,754)	(\$71,049,650)	(\$340,000)	(\$68,000)	\$661,034

Town of Cobourg - 2025 Budget
General Government



Project Description	Costs	Grants	Reserve Funds	Debenture	Development Charges	Other	Tax Levy
Information Technology							
Computer Replacements	\$20,000						\$20,000
HRIS System	\$100,000		(\$100,000)				\$0
Victoria Hall							
Concert hall plaster work	\$50,000						\$50,000
Electric panel upgrade - 2nd east	\$10,000						\$10,000
Victoria Hall elevator upgrades	\$43,000						\$43,000
Victoria hall security camera upgrades	\$8,000						\$8,000
West roof deck repairs	\$50,000						\$50,000
Clock tower and exterior brickwork	\$150,000	(\$150,000)					\$0
Chiller Replacement	\$1,000,000			(\$1,000,000)			\$0
Water bottle fill stations	\$5,500						\$5,500
Council Chambers Microphone Replacement	\$45,000					(\$8,000)	\$37,000
Other Town Buildings							
Fire hall Theatre boiler replacements	\$90,000	(\$90,000)					\$0
Cobourg library building automation system (BAS) upgrades	\$14,000						\$14,000
Total	\$1,585,500	(\$240,000)	(\$100,000)	(\$1,000,000)	\$0	(\$8,000)	\$237,500



Capital Budget – Projects

Project Title:	Computer Replacements		
Division:	General Government	Department:	Information Technology

Justification Category

- Council Request
- Organizational Review
- Strategic Plan
- Other

Replace end of life computers throughout the year.

Budget Implications

Total project cost		\$20,000
Grants:	Provincial	\$0
	Federal	
Reserve:		
Debt		
Other		\$0
Total Budget Required		\$20,000

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

No commitments have been made on this project. The annual replacements are based on end of life assets.

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

Potential to increase maintenance costs if assets not replaced and potential staffing inefficiencies if assets not replaced.

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

None.

Timeline and Major Milestones: Please describe the projected timeline and specific milestones of the project, if applicable.

Done throughout 2025.



Capital Budget – Projects

Project Title:	HRIS System		
Division:	Corporate Services	Department:	Human Resources

Justification Category

- Council Request
- Organizational Review
- Strategic Plan
- Other

Please explain justification in detail:

The Town currently utilizes two (2) programs within our Corporate Services Division as well as within the Office of the CAO. These programs are "Microsoft Dynamics (GP)" for the Town's financial information, including Payroll and Human Resources (HR) information, as well as "Penny" for the Town's pay coding system and time sheets.

Penny is currently used to capture timecards, including regular hours of work, any overtime (OT) work, statutory/float holidays, vacation time, sick time, etc. On a bi-weekly basis, management will approve timesheets to be processed through GP. Any banks are then updated within the system after processing so that staff can see what their most current amounts are at.

Microsoft Dynamics (Great Plains (GP)) is used as the Financial system for both the Corporate Services Division as well as Human Resources. The Town uses GP for Accounts Payable, Accounts Receivable, cash receipts, payroll and General Ledger practices. The Town's Finance Department would like to continue to utilize GP for these duties. An HRIS would be able to take the payroll information, rates, positions, etc and seamlessly work between each other. Any changes to employee information (made by either HR, Finance and/or the employee in the employee module) would then smoothly be transferred to GP.

Additional reports could be run utilizing this system, however this would only be through Finance or Human Resources. Currently, management is not able to run their own reports or see information directly related to their staff. The new program would work to allow management this capability. In addition, staff members are currently not able to look up their own information (other than through Penny once payroll is run). An HRIS would be used to collect and store data and information on the Town of Cobourg's staff.

The HRIS would also be used an Applicant Tracking System (ATS). This would allow management to request to HR the creation of a posting, provide financial approval, manage applications that are submitted, create interview screening and question templates, as well as to manage and document the onboarding process.

Budget Implications

Total project cost		\$100,000
Grants:	Provincial	\$0
	Federal	\$0
Reserve:	Staff Contingency Reserve	(\$100,000)
Debt		\$0
Other		
Total Budget Required		\$0

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

Town staff have issued a request for information to ensure the budgeted costs are accurate, understand the capabilities, products, and services that vendors can provide, define the Town's needs, and evaluate feasibility.

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

There will be future operating costs of approximately \$25,000 per year.

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

None

Timeline and Major Milestones: Please describe the projected timeline and specific milestones of the project, if applicable.

Completed by December 31, 2025.



Capital Budget – Projects

Project Title:	Concert hall plaster work		
Division:	General Government	Department:	Victoria Hall Building Maintenance & Services

Justification Category

- Council Request
- Organizational Review
- Strategic Plan
- Other

Please explain justification in detail:

Plaster work in the concert hall needs repair in areas of heavy use and in areas where water damage from exterior leaks has occurred. This work to be done after repairs to the exterior walls have been completed.

Budget Implications

Total project cost		\$50,000
Grants:	Provincial	
	Federal	
Reserve:	Victoria Hall Maintenance	
Debt		
Other		
Total Budget Required		\$50,000

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

None

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

One time replacement cost.

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

None

Timeline and Major Milestones: Please describe the projected timeline and specific milestones of the project, if applicable.

2025



Capital Budget – Projects

Project Title:	Electric panel upgrade - 2nd east		
Division:	General Government	Department:	Victoria Hall Building Maintenance & Services

Justification Category

- Council Request
- Organizational Review
- Strategic Plan
- Other

Please explain justification in detail:

Upgrade to electrical panel is required to ensure safety, efficiency, and compliance with modern standards.

Budget Implications

Total project cost		\$10,000
Grants:	Provincial	
	Federal	
Reserve:	Victoria Hall Maintenance	
Debt		
Other		
Total Budget Required		\$10,000

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

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

One time replacement cost.

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

None

Timeline and Major Milestones: Please describe the projected timeline and specific milestones of the project, if applicable.

2025



Capital Budget – Projects

Project Title:	Victoria Hall elevator upgrades		
Division:	General Government	Department:	Victoria Hall Building Maintenance & Services

Justification Category

- Council Request
- Organizational Review
- Strategic Plan
- Other

Please explain justification in detail:

Elevator soft starts- Used to protect the elevator controls from possible damage during hydro glitches and generator start ups. **Approximate cost for Soft starts on both elevators \$ 43,000+TAX**

Cab Interior finish upgrade - Victoria Hall elevators were installed during the building restoration. The cab interiors are showing their age with some of the paneling peeling, paneling damage, floor finishes breaking up, and basic safety and accessibility features that need to be added. **Approximate cost for Cab finishes on both elevators \$ 78,000+ TAX**

Electronics upgrade - Presently, both elevators require electronic systems upgrades. A emergency telephone needs to be added. Accessibility and emergency features need to be upgraded. Security features need to be upgraded. CCTV and Key access controls will be added. **Approximate cost for Electronics upgrade on both elevators \$ 88,000+TAX**

Budget Implications

Total project cost		\$43,000
Grants:	Provincial	
	Federal	
Reserve:	Victoria Hall Maintenance	
Debt		
Other		
Total Budget Required		\$43,000

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

None

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

One time replacement cost.

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

None

Timeline and Major Milestones: Please describe the projected timeline and specific milestones of the project, if applicable.

By Dec 2025.



Capital Budget – Projects

Project Title:	Victoria hall security camera upgrades		
Division:	General Government	Department:	Victoria Hall Building Maintenance & Services

Justification Category

- Council Request
- Organizational Review
- Strategic Plan
- Other

Please explain justification in detail:

The cost of equipment to replace the remaining older style cameras with updated versions for the new system and to add cameras in the remaining offices at service desks for staff safety.

Budget Implications

Total project cost		\$8,000
Grants:	Provincial	
	Federal	
Reserve:	Victoria Hall Maintenance	
Debt		
Other		
Total Budget Required		\$8,000

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

Effects on Future Operating Budgets:	Please describe any impacts on future operating budgets (ie. maintenance costs, staffing, etc.)
One time replacement cost.	

Public Consultation Requirements:	Please describe the public consultations that are required for this project.
None	

Timeline and Major Milestones:	Please describe the projected timeline and specific milestones of the project, if applicable.
December 2025	



Capital Budget – Projects

Project Title:	West roof deck repairs		
Division:	General Government	Department:	Victoria Hall Building Maintenance & Services

Justification Category

- Council Request
- Organizational Review
- Strategic Plan
- Other

Please explain justification in detail:

This area has been an issue for some time. When it rains or the snow melts, water pools outside the rear west door as the roof material (walkway as seen from above) has disintegrated and settled. The area below houses transformers, communication equipment, hydro feeds and the buildings automation system for HVAC. The roof deck in this area is original to restoration. In the most recent building audit report from CIMA done this past summer, we noted that water has begun to penetrate into this area and has started to rust conduit and metal equipment in the tunnel space.

Budget Implications

Total project cost		\$50,000
Grants:	Provincial	
	Federal	
Reserve:	Victoria Hall Maintenance	
Debt		
Other		
Total Budget Required		\$50,000

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

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

Should not require any further funding for the forceable future other then regular basic maintenance operating costs.

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

None

Timeline and Major Milestones: Please describe the projected timeline and specific milestones of the project, if applicable.

To be completed summer of 2025.



Capital Budget – Projects

Project Title:	Clock tower and exterior brickwork		
Division:	General Government	Department:	Victoria Hall Building Maintenance & Services

Justification Category

- Council Request
- Organizational Review
- Strategic Plan
- Other

Please explain justification in detail:

Work is required to repair and prevent further deterioration of the building brick and sandstone work. This is regular ongoing maintenance work caused by wear and elements. Work is also required to repair elements of the coupala and clock tower collums and railings. The main cladding component of the the tower is painted softwood due to heritage requirements. As can be expected this creates a need for regular restorations to take place.

Budget Implications

Total project cost		\$150,000
Grants:	Provincial	(\$150,000)
	Federal	
Reserve:	Victoria Hall Maintenance	
Debt		
Other		
Total Budget Required		\$0

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

Victoria Hall is a designated historical site with easements under the Ontario heritage trust on many areas of the structure itself. The Town has obligations as part of this easement to maintain the structure in good condition.

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

Delaying this project would only add to future repair costs and further audit work as these are exterior features that continue to degrade the longer they remain uncorrected.

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

None

Timeline and Major Milestones: Please describe the projected timeline and specific milestones of the project, if applicable.

By the end of 2025.



Capital Budget – Projects

Project Title:	Chiller Replacement		
Division:	General Government	Department:	Victoria Hall Building Maintenance & Services

Justification Category

- Council Request
- Organizational Review
- Strategic Plan
- Other

Please explain justification in detail:

Installed in 2004, Victoria Hall's chiller is 20 years old. Typical EUL for Reciprocating Chillers and Galvanized Cooling towers is 20 years. Numerous repairs have been made to the chiller over the last couple of years to keep it operational. This past cooling season has seen over 25 uncontrolled shutdown events due to a number of different reasons but generally all related to age and equipment wear. In 2024, CIMA was hired to engineer the new chiller system. As a result, specs, drawings, and budget calculations have been provided. If approved, the project would be tendered early in 2025 to prepare for a fall 2025 install.

Budget Implications

Total project cost		\$1,000,000
Grants:	Provincial	
	Federal	
Reserve:	Victoria Hall Maintenance	
Debt		(\$1,000,000)
Other		
Total Budget Required		\$0

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

Effects on Future Operating Budgets: Please describe any impacts on future operating budgets (ie. maintenance costs, staffing, etc.)
One time replacement cost.

Public Consultation Requirements: Please describe the public consultations that are required for this project.
None

Timeline and Major Milestones: Please describe the projected timeline and specific milestones of the project, if applicable.
Tenders out by Feb 2025, Contractor selected Mar 2025, Project preparations during summer of 2025, Project starts early fall 2025. Completed end of 2025



Capital Budget – Projects

Project Title:	Water bottle fill stations		
Division:	General Government	Department:	Victoria Hall Building Maintenance & Services

Justification Category

- Council Request
- Organizational Review
- Strategic Plan
- Other

Please explain justification in detail:

Installation of two new water bottle fill stations to replace previously existing water fountains. One In basement east and one 3rd floor east. Work will be done in house.

Budget Implications

Total project cost		\$5,500
Grants:	Provincial	
	Federal	
Reserve:	Victoria Hall Maintenance	
Debt		
Other		
Total Budget Required		\$5,500

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

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

One time replacement cost.

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

None

Timeline and Major Milestones: Please describe the projected timeline and specific milestones of the project, if applicable.

2025/2026



Capital Budget – Projects

Project Title:	Council Chambers Microphone Replacement		
Division:	General Government	Department:	Victoria Hall Building Maintenance

Justification Category

- Council Request
- Organizational Review
- Strategic Plan
- Other

Please explain justification in detail:

Technology upgrades: \$45,000

The Council Chambers Microphones have been slowly failing over time, we have four (4) currently not working and have been sent to the supplier to be repaired. The current microphone system is not under warranty, and each time a microphone fails, it needs to be sent out for repair as there are no replacements for the current system. Each time a microphone is sent off to be repaired, there is a cost for the repair and shipping and return fees. The current microphones that have been sent out for repair have not been returned since June 2024. In addition, all microphones in chambers are on a linked system and you cannot remove a individual microphone from the system or it will effect all other microphones. In the last year, we have seen more microphones go down more then prior years and this microphone system is a crucial and significant piece for the conducting of Council and Board meetings in the Chambers and to support the hybrid meeting system.

Budget Implications

Total project cost		\$45,000
Grants:	Provincial	\$0
	Federal	\$0
Reserve:	Victoria Hall Maintenance	\$0
Debt		\$0
Other	Salvage	(\$8,000)
Total Budget Required		\$37,000

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

There are no commitments made to date. The only commitment would be to make sure that Council meetings are functioning well and are transparent and the public can participate and her the deliberations on decisions for the Community.

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

One time replacement cost.

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

None

Timeline and Major Milestones: Please describe the projected timeline and specific milestones of the project, if applicable.

Completed ASAP



Capital Budget – Projects

Project Title:	Fire hall Theatre boiler replacements		
Division:	General Government	Department:	Victoria Hall Building Maintenance & Services

Justification Category

- Council Request
- Organizational Review
- Strategic Plan
- Other

Please explain justification in detail:

Original to the buildings restoration, the 3 heating boilers operating in the FHT are over 30 years old. EUL of these boiler types is 25-30 years. The FHT is a Town owned facility and is under a Ontario Heritage Trust easement. Although the building lessor is currently responsible for maintaining the system throughout its lifespan, the Town is responsible for maintenance of the structure and its systems overall.

Budget Implications

Total project cost		\$90,000
Grants:	Provincial	(\$90,000)
	Federal	
Reserve:	Victoria Hall Maintenance	
Debt		
Other		
Total Budget Required		\$0

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

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

One time replacement cost.

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

None

Timeline and Major Milestones: Please describe the projected timeline and specific milestones of the project, if applicable.

2025



Capital Budget – Projects

Project Title:	Cobourg library building automation system (BAS) upgrades		
Division:	General Government	Department:	Victoria Hall Building Maintenance & Services

Justification Category

- Council Request
- Organizational Review
- Strategic Plan
- Other

Please explain justification in detail:

All 8 RTU's have now been replaced at the library. The system of stats that run these units and communicated with existing dump boxes needs to be replaced due to age (30 years) and lack of parts availability. The upgrade would help with efficiencies and allow for better tracking of temps and monitoring by maintenance staff who run the system at another site. Price is for parts and programming. System install by BM&S staff.

Budget Implications

Total project cost		\$14,000
Grants:	Provincial	
	Federal	
Reserve:	Victoria Hall Maintenance	
Debt		
Other		
Total Budget Required		\$14,000

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

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

One time replacement cost.

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

None

Timeline and Major Milestones: Please describe the projected timeline and specific milestones of the project, if applicable.

2025

Town of Cobourg - 2025 Budget



Protection

Project Description	Costs	Grants	Reserve Funds	Debenture	Development Charges	Other	Tax Levy
Police							
Accessibility Ramp	\$500,000			(\$500,000)			\$0
New Police Station	\$40,000,000			(\$40,000,000)			\$0
Fire							
Purchase of a pick up truck - replacement	\$75,000		(\$75,000)				\$0
Purchase a direct capture diesel exhaust system	\$100,000	(\$10,000)	(\$90,000)				\$0
Purchase of self-contained breathing apparatus	\$500,000		(\$500,000)				\$0
Fire hose	\$7,000		(\$7,000)				\$0
Bunker gear	\$13,000		(\$13,000)				\$0
Roof repair and remediation	\$45,000						\$45,000
Total	\$41,240,000	(\$10,000)	(\$685,000)	(\$40,500,000)	\$0	\$0	\$45,000



Capital Budget – Projects

Project Title:	Purchase of a pick up truck - replacement		
Division:	Protection	Department:	Fire

Justification Category

- Council Request
- Organizational Review
- Strategic Plan
- Other

Please explain justification in detail:

To purchase a pick-up truck for the CFD to conduct fire department business, including inspections, investigations, training and emergency response. There is a need to enhance these functions in response to both the growth in our community and the increasing complexity and regulations related to the fire service and community safety. We should be following Bylaw 078-2014 governing the management of a reserve fund for the replacement of vehicles and equipment. The new truck would be replacing a 2011 dodge pick up that exceeds the useful life and is also beyond the vehicle and equipment replacement schedule by four years. This vehicle would be used by the Deputy Chief to respond to emergencies on a 24-hour basis and to attend operational meetings. This vehicle would also be utilized by the Chief training officer, the fire prevention division and suppression firefighters to attend training courses and conduct inspections. Suppression firefighters would also use this vehicle to transport contaminated bunker gear and equipment from emergency scenes to the fire station.

Budget Implications

Total project cost		\$75,000
Grants:	Provincial	
	Federal	
Reserve:	Fire- Vehicle & Small Equipment	(\$75,000)
Debt		
Other		
Total Budget Required		\$0

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

We have reserved the amount in the administrative and small equipment reserve budget

Effects on Future Operating Budgets:

N/A

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

None

Timeline and Major Milestones: Please describe the projected timeline and specific milestones of the project, if applicable.

Completed upon purchase of vehicle.



Capital Budget – Projects

Project Title:	Purchase a direct capture diesel exhaust system		
Division:	Protection	Department:	Fire

Justification Category

- Council Request
- Organizational Review
- Strategic Plan
- Other

Please explain justification in detail:

Exhaust produced by diesel engines is a complex mixture of gases, vapors and particulates. The gas portion of diesel exhaust is mostly carbon dioxide, carbon monoxide, nitric oxide, nitrogen dioxide and sulfur oxides. The International Agency for Research on Cancer, part of the World Health Organization, has classified diesel engine exhaust as carcinogenic to humans. It found that diesel exhaust is a cause of lung cancer and noted a positive association with an increased risk of bladder cancer. It is recommended by the Ministry of Labour Section 21 committee is to Install direct capture (tailpipe) exhaust system extractors, which are considered to be the most effective engineering control. Firefighters die of cancer at a rate of 68% higher than the general public. Each year in Ontario, approximately 186 cases of lung cancer are estimated to be caused by exposure to diesel engine exhaust in the workplace. These are cancers that can be prevented with exposure reduction strategies and regulations to protect workers.

Budget Implications

Total project cost		\$100,000
Grants:	Provincial	(\$10,000)
	Federal	
Reserve:	Fire - Large Vehicles	(\$90,000)
Debt		
Other		
Total Budget Required		\$0

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

We have applied for the Ontario fire protection grant which would make us eligible for a \$10,000 savings. The grant includes minor infrastructure such as a diesel exhaust extraction system.

Effects on Future Operating Budgets:

N/A

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

None

Timeline and Major Milestones: Please describe the projected timeline and specific milestones of the project, if applicable.

Completed upon installation of the diesel exhaust system, the project must be completed by March 25th 2025 to receive the funding.



Capital Budget – Projects

Project Title:	Purchase of self-contained breathing apparatus		
Division:	Protection	Department:	Fire

Justification Category

- Council Request
- Organizational Review
- Strategic Plan
- Other

Please explain justification in detail:

We are presently operating with self-contained breathing apparatus that are exceeding their useful life of 15 years. The scba's that we are presently using are in their 15th year in service and are becoming cost prohibitive to repair, and the parts are also becoming obsolete. We will be going to a 4500 psi cylinder to increase the time on air, this will ensure our staff adequate reserve to exit a hazardous area. Each apparatus will have a thermal imaging camera, this gives the firefighter the ability to locate a victim or trapped firefighter under smoke filled conditions and low visibility. Each firefighter will have their own personal facepiece this will eliminate any chance of cross contamination from firefighter to firefighter. Each unit will have voice amplification to improve communications.

Budget Implications

Total project cost		\$500,000
Grants:	Provincial	
	Federal	
Reserve:	Fire - Large Vehicles	(\$500,000)
Debt		
Other		
Total Budget Required		\$0

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

Effects on Future Operating Budgets:

N/A

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

None

Timeline and Major Milestones: Please describe the projected timeline and specific milestones of the project, if applicable.

2025



Capital Budget – Projects

Project Title:	Fire hose		
Division:	Protection	Department:	Fire

Justification Category

- Council Request
- Organizational Review
- Strategic Plan
- Other

Please explain justification in detail:

NFPA 1962 requires annual hose testing and during the testing there is a 3 - 5% failure rate, so this would be approximately 5 lengths annually that requires replacement. If we have a significant fire or an increased failure rate we would not have sufficient hose to supply all fire trucks with adequate hose.

Budget Implications

Total project cost		\$7,000
Grants:	Provincial	
	Federal	
Reserve:	Fire- Vehicle & Small Equipment	(\$7,000)
Debt		
Other		
Total Budget Required		\$0

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

We are in the process of purchasing new hose to ensure an adequate supply for all the trucks and spare hose for fires and to replace any that fail during the annual testing.

Effects on Future Operating Budgets:

There will be an annual requirement to purchase 5-10 lengths of hose

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

None

Timeline and Major Milestones: Please describe the projected timeline and specific milestones of the project, if applicable.

Completed upon purchase of hose.



Capital Budget – Projects

Project Title:	Bunker gear		
Division:	Protection	Department:	Fire

Justification Category

- Council Request
- Organizational Review
- Strategic Plan
- Other

Please explain justification in detail:

To be compliant with NFPA 1971 we require 4 sets of bunker gear. The useful life of personal protective equipment is 10 years and this includes bunker gear, helmets, gloves, hoods and boots. The 4 extra sets will ensure the probationary firefighter has fitted gear and the other 3 sets will go to our part-time firefighters. All career firefighters will now have a 2nd set of gear so they can respond while their 1st set is being washed, dried, repaired or out for annual testing. This will also increase our stock for the part-time firefighters to have an adequate supply to choose from if there gear is out of service.

Budget Implications

Total project cost		\$13,000
Grants:	Provincial	
	Federal	
Reserve:	Fire- Vehicle & Small Equipment	(\$13,000)
Debt		
Other		
Total Budget Required		\$0

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

We are ordering 3-5 sets of bunker gear annually to ensure compliance with NFPA 1971

Effects on Future Operating Budgets:

There will be an requirement to annually purchase 3-4 sets to ensure all staff have the required personal protective equipment to fulfill their duties.

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

None

Timeline and Major Milestones: Please describe the projected timeline and specific milestones of the project, if applicable.

Completed upon purchase of bunker gear.



Capital Budget – Projects

Project Title:	Roof repair and remediation		
Division:	Protection	Department:	Fire

Justification Category

- Council Request
- Organizational Review
- Strategic Plan
- Other

Please explain justification in detail:

The single story roof on the east side of the building has been leaking for 10 years. There are various office/corridor locations with water staining in the suspended ceiling grid tiles. It has been determined that water penetration has been occurring via the asphalt shingled roof and the transition areas of the flat/shingled roof intersections. Additionally, there is minor repair work required to make the roof top HVAC units weather tight. Our inspection above the suspended ceiling grids found various water penetrations through joints, fasteners of the drywall ceiling above. The drywall ceiling is attached to the bottom cord of the roof trusses. These water penetrations line up with the asphalt shingled and flat roof transition area. There is drywall water damage to several wall areas throughout the offices. The reception office floor carpet is water stained beyond restoration and requires replacement. Drywall repairs observed at the time of inspection included the front vestibule, main hall/corridor to the doors at each end and the reception office. These areas will also require painting. An inspection of the attic found water staining on areas of the underside of the plywood roof deck. Roof box vents and the sloped/flat roof intersection areas had visible water staining. While there are dark stain marks in areas from repeated water contact, there is no evidence of pronounced mold in the attic.

Budget Implications

Total project cost		\$45,000
Grants:	Provincial	
	Federal	
Reserve:		
Debt		
Other		
Total Budget Required		\$45,000

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

Nil

Effects on Future Operating Budgets:

One time repair

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.

Town of Cobourg - 2025 Budget



Public Works

Project Description	Costs	Grants	Reserve Funds	Debtenture	Development Charges	Other	Tax Levy
Transit							
Replacement of Rolling Stock	\$811,000	(\$594,700)	(\$156,300)			(\$60,000)	\$0
Transit Stop Improvements	\$20,000	(\$14,666)					\$5,334
Engineering							
2025 Traffic Signal Improvements	\$60,000						\$60,000
Bi-Annual Sidewalk Replacement	\$75,000						\$75,000
Cobourg East Trunk Sanitary and Watermain	\$34,265,534	(\$25,013,840)		(\$9,251,694)			(\$0)
Bi-Annual Sanitary Replacement	\$200,000		(\$200,000)				\$0
Walton Street and Munroe Street Reconstruction	\$225,000	(\$115,000)	(\$110,000)				\$0
King Street West Reconstruction	\$4,475,000	(\$1,580,695)	(\$1,500,000)	(\$1,394,305)			\$0
William Street Bridge Rehabilitation	\$825,000	(\$643,349)		(\$181,651)			\$0
King Street West Culvert Replacement	\$1,800,000	(\$1,244,096)	(\$555,904)				\$0
Anne Street Reconstruction	\$840,000		(\$230,000)	(\$610,000)			\$0
Roads/Sewers							
One Ton Truck Replacement - Unit 12-16	\$195,000		(\$195,000)				\$0
Replace Sidewalk Machine - Unit 20-13	\$225,000		(\$225,000)				\$0
Replace Camera Truck - #18-03	\$425,000		(\$425,000)				\$0
Traffic Signal Intersection Upgrade	\$135,000	(\$135,000)					\$0
Annual Street Light Replacement Program	\$210,000			(\$210,000)			\$0
Total	\$44,786,534	(\$29,341,346)	(\$3,597,204)	(\$11,647,650)	\$0	(\$60,000)	\$140,334

Project	Sanitary Reserve	Stormwater	OCIF	CCBF
Bi-Annual Sanitary Replacement	\$200,000			
Walton Street and Munroe Street Reconstruction	\$60,000	\$50,000	\$115,000	
King Street West Reconstruction	\$800,000	\$700,000	\$1,580,695	
William Street Bridge Rehabilitation				\$643,349
King Street West Culvert Replacement	\$11,000	\$544,904		
Anne Street Reconstruction	\$180,000	\$50,000		
Replace Camera Truck - #18-03	\$425,000			
Traffic Signal Intersection Upgrade			\$135,000	
Total	\$1,676,000	\$1,344,904	\$1,830,695	\$643,349



Capital Budget – Projects

Project Title:	Replacement of Rolling Stock		
Division:	Public Works	Department:	Transit

Justification Category

- Council Request
- Organizational Review
- Strategic Plan
- Other

Please explain justification in detail:

Replace transit unit 909 - 30' Vicinity with an 8m Arboc. Purchase will utilize salvage value. If ordered early 2025, expected delivery will be early 2026.

Purchase of Two (2) 8m Arbocs to align with Battery Electric Feasibility fleet procurement schedule. The proposed fleet procurement schedule assumes growth buses purchased before 2026 will be gasoline. If ordered early 2025, expected delivery will be early 2026.

Budget reconciliation of \$211,000 for buses ordered in 2022 and delivered in 2024 due to Council's approval to purchase larger vehicles (8m Arboc) and vehicle price escalation.

Budget Implications

Total project cost		\$811,000
Grants:	Provincial	(\$594,700)
	Federal	
Reserve:	Capital Equipment / Vehicles	(\$156,300)
Debt		
Other	Salvage Value	(\$60,000)
Total Budget Required		\$0

Commitments:

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

To provide reliable transit service to riders in the Town of Cobourg. Replacing aging fleet and fleet that will incur significant future costs in vehicle maintenance. Procuring additional vehicles will allow for use of Town owned assets, minimizing additional costs utilizing contractor vehicles

2022 capital budget included for \$240,000 for two buses based on the smallest available bus for on-demand. Council approved an increase to \$320,000 to purchase 8m Arboc buses to accommodate more riders especially for a limited fixed route option. Bids for fleet received started at \$250,000 plus \$15,000 in custom fittings and HST. Buses were reserved in October 2022 to meet Metrolinx procurement deadlines and delivery was expected in 2025. Budget is required for the difference in price between the 2022 estimate and the 2024 delivered price which amounts to \$211,000 of which \$56,250 will be funded by the Town's vehicle reserve and \$154,750 will be funded by ICIP funding.

Effects on Future Operating Budgets:

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

Replacement of larger bus with smaller will reduce operating and maintenance costs.

Public Consultation Requirements:

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

None

Timeline and Major Milestones:

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

Completed by early 2026 if ordered early 2025.



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:

Transit Stop Improvements:

Improving accessibility at existing transit stops, including curb cuts and concrete pad installations as per the AODA. Project carried over from 2024. Full inventory of stops required to be logged in Cityworks with work orders generated for improvements.

Budget Implications

Total project cost		\$20,000
Grants:	Provincial	(\$14,666)
	Federal	\$0
Reserve:		\$0
Debt		\$0
Other		
Total Budget Required		\$5,334

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

2024 budget included this project. Due to new transit operations start up in 2024, resources were not available to conduct this work. Project is being deferred to 2025.

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

None.

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

None.

Timeline and Major Milestones: Please describe the projected timeline and specific milestones of the project, if applicable.

This project is slated to be completed over the next 2-3 years (\$20,000 annually), pending the outcome of stop inventory conditions and upgrades required.



Capital Budget – Projects

Project Title:	2025 Traffic Signal Improvements		
Division:	PW & Engineering	Department:	Engineering

Justification Category

- Council Request
- Organizational Review
- Strategic Plan
- Other

Please explain justification in detail:

Following completion of a traffic study in 2024, this project will include 1) adding left turn (advance) traffic signal heads at all quadrants to existing signals at University Ave and Division Street and 2) design for new traffic signals at D'Arcy and University Ave intersection. Construction planned for 2026.

Budget Implications

Total project cost		\$60,000
Grants:	Provincial	\$0
	Federal	\$0
Reserve:		\$0
Debt		\$0
Other		
Total Budget Required		\$60,000

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

Traffic study completed in 2024 identified the above two intersections for retrofit / new signals under Account #3005859.

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

Future maintenance required for traffic signals reviewed on an annual basis.

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.

Design in 2025 and construction before Nov. 2026.



Capital Budget – Projects

Project Title:	Bi-Annual Sidewalk Replacement		
Division:	PW & Engineering	Department:	Engineering

Justification Category

- Council Request
- Organizational Review
- Strategic Plan
- Other

Please explain justification in detail:

New sidewalks are to be constructed as per the Town's Official Plan and Transportation Master Plan. The Sidewalk Priority Plan is used to determine priority. The priority plan identified; Heath Street, from William to Burnham (213m); University Ave E, from D'Arcy to Campbell (113m); University Ave E, from Major to Campbell (111m); University Ave E, from Campbell to Major (91m); and Munroe St, from Division St to 200m east of Division St (236m). Bi-annual work includes design in year one, construction in year two. 2025 will include the design of the proposed sidewalk locations.

Budget Implications

Total project cost		\$75,000
Grants:	Provincial	\$0
	Federal	\$0
Reserve:		\$0
Debt		\$0
Other		
Total Budget Required		\$75,000

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.)

Future maintenance of sidewalks required. Would not expect any maintenance required for 15-20 years.

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

None

Timeline and Major Milestones: Please describe the projected timeline and specific milestones of the project, if applicable.

Design will be completed in 2025, construction in 2026.



Capital Budget – Projects

Project Title:	Cobourg East Trunk Sanitary and Watermain		
Division:	PW & Engineering	Department:	Engineering

Justification Category

- Council Request
- Organizational Review
- Strategic Plan
- Other

Please explain justification in detail:

Cobourg East trunk sanitary and watermain construction received Provincial funding at 73% under the Housing-Enabled Water Systems Fund (HEWSF). The total project cost is estimated at \$34,265,533.75 with a Provincial contribution up to \$25,013,839.64 and Town contribution up to \$9,251,694.11. The scope of funding includes 4km of trunk sanitary sewers and 3.3km of trunk watermains. The Town's portion will be compensated through Development Charges.

Budget Implications

Total project cost		\$34,265,534
Grants:	Provincial (HEWSF)	(\$25,013,840)
	Federal	\$0
Reserve:		\$0
Debt		(\$9,251,694)
Other		
Total Budget Required		(\$0)

Commitments: Please describe any commitments that have already been made for this capital project.
 No commitments to date. Costs are DC eligible and therefore recoverable.

Effects on Future Operating Budgets: Please describe any impacts on future operating budgets (ie. maintenance costs, staffing, etc.)
 There will be future ongoing maintenance costs associated with trunk sanitary sewers such as flushing every few years and timing is based on CCTV information and flow rates in the sewer.

Public Consultation Requirements: Please describe the public consultations that are required for this project.
 Environmental Assessment completed in 2023.

Timeline and Major Milestones: Please describe the projected timeline and specific milestones of the project, if applicable.
 Expect to tender in Dec. 2024, construction start in March 2025 and completed end of 2026.



Capital Budget – Projects

Project Title:	Bi-Annual Sanitary Replacement		
Division:	PW & Engineering	Department:	Engineering

Justification Category

- Council Request
- Organizational Review
- Strategic Plan
- Other

Please explain justification in detail:

Recurring joint project with LUSI. Intention is to choose site(s) that require sanitary and/or watermain replacement due to condition issues and are not full road and underground reconstructions. The project identified for 2025 is John Street sanitary sewer from James St E to University Ave E.

Budget Implications

Total project cost		\$200,000
Grants:	Provincial	\$0
	Federal	\$0
Reserve:	Sewer Rates	(\$200,000)
Debt		\$0
Other		
Total Budget Required		\$0

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

None

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

Potential increase in maintenance costs if asset is not replaced.

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

Timeline and Major Milestones: Please describe the projected timeline and specific milestones of the project, if applicable.



Capital Budget – Projects

Project Title:	Walton Street and Munroe Street Reconstruction		
Division:	PW & Engineering	Department:	Engineering

Justification Category

- Council Request
- Organizational Review
- Strategic Plan
- Other

Please explain justification in detail:

The sanitary sewer and watermain on Munroe Street east of No Frills to Walton and Walton Street from Munroe to Chapel Street have been identified as priorities on the Town's asset management for replacement and require full reconstruction. Walton Street from King St to Chapel St and Walton St from Munroe St northerly to dead end requires road construction/re-surfacing and storm sewer repairs due to poor road surface conditions. Walton Street from Munroe St northerly also requires sanitary sewer replacement. Budget in 2025 is for design only with construction following in 2026.

Budget Implications

Total project cost		\$225,000
Grants:	Provincial - OCIF	(\$115,000)
	Federal	\$0
Reserve:	Stormwater Reserve	(\$50,000)
Reserve:		
Other	Sewer Rates	(\$60,000)
Total Budget Required		\$0

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

Effects on Future Operating Budgets: Please describe any impacts on future operating budgets (ie. maintenance costs, staffing, etc.)
Infrastructure such as roads, storm and sanitary and appurtenances require ongoing maintenance until replacement occurs sometime in the future. Sanitary and storm sewers will be flushed every few years, storm structures debris removed, crack repair on roads starting at the 15-20 year stage.

Public Consultation Requirements: Please describe the public consultations that are required for this project.
There will be a public meeting held to present the preliminary design to residents and public.

Timeline and Major Milestones: Please describe the projected timeline and specific milestones of the project, if applicable.
Design completed by end of 2025.



Capital Budget – Projects

Project Title:	King Street West Reconstruction		
Division:	PW & Engineering	Department:	Engineering

Justification Category

- Council Request
- Organizational Review
- Strategic Plan
- Other

Please explain justification in detail:

King Street West, from Burnham St to William St has frequent watermain breaks and ranks high on LUSI asset management priorities due to heavy corrosion and reduced flow. Sanitary, storm and road was constructed in ~ 1960. The bridge over Cobourg Creek requires some minor repairs per 2022 OSIM inspection and a new industrial entrance to WPCP#1 will also be included in the project.

Budget Implications

Total project cost		\$4,475,000
Grants:	Provincial (OCIF)	(\$1,580,695)
	Federal	
Reserve:	Stormwater Reserve	(\$700,000)
Debt		(\$1,394,305)
Other	Sewer Rates	(\$800,000)
Total Budget Required		\$0

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

The original design budget was established in 2021 of \$150,000 and additional design budget was added in 2024 of \$75,000 to address additional works added. Total budget of \$4,700,000 requested.

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

Infrastructure such as roads, storm and sanitary and appurtenances require ongoing maintenance until replacement occurs sometime in the future. Sanitary and storm sewers will be flushed every few years, storm structures debris removed, crack repair on roads starting at the 15-20 year stage.

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

Public meeting was held evening of September 17, 2024 at the CCC. Hand delivered notices went to impacted residents notifying of the public meeting two weeks in advance of the meeting. The display boards from the public meeting were posted on the Town of Cobourg web site following the meeting.

Timeline and Major Milestones: Please describe the projected timeline and specific milestones of the project, if applicable.

Construction anticipated to be completed by end of 2025.



Capital Budget – Projects

Project Title:	William Street Bridge Rehabilitation		
Division:	PW & Engineering	Department:	Engineering

Justification Category

- Council Request
- Organizational Review
- Strategic Plan
- Other

Please explain justification in detail:

2020 OSIM inspection identified William Street bridge in poor condition and as a high priority for repair based on condition. 2019 Bridge and Culvert report noted railings do not meet CHDBC standards, no approach guiderails, poor condition sidewalks and deficient width sidewalk widths. Rehabilitation will include new deck surface, widened sidewalks, repaired concrete bridge components including a 3m wide Multi-Use-Path on the east side of the bridge. Additional budget required now that detailed design has been completed. Total budget is \$2,925,000 and includes design, permits, inspection, materials testing and contract administration.

Budget Implications

Total project cost		\$825,000
Grants:	Provincial	
	Federal (CCBF)	(\$643,349)
Reserve:		\$0
Debt		(\$181,651)
Other		
Total Budget Required		\$0

Commitments: Please describe any commitments that have already been made for this capital project.
 Budget approval of \$2,100,000 including design and construction in 2024. Construction was not able to proceed due to complexities of design and utility relocation requirements. Additional budget required based on detailed construction estimate now that detailed design has been completed.

Effects on Future Operating Budgets: Please describe any impacts on future operating budgets (ie. maintenance costs, staffing, etc.)
 Bridge components ie deck should not require maintenance for 10-15 years and asphalt road surface at approaches should not require maintenance for 15-20 years.

Public Consultation Requirements: Please describe the public consultations that are required for this project.
 Public information meeting held December 2023 at CCC.

Timeline and Major Milestones: Please describe the projected timeline and specific milestones of the project, if applicable.
 Construction to be completed by end of 2025.



Capital Budget – Projects

Project Title:	King Street West Culvert Replacement		
Division:	PW & Engineering	Department:	Engineering

Justification Category

- Council Request
- Organizational Review
- Strategic Plan
- Other

Please explain justification in detail:

Town was successful in receiving ICIP (Investing in Canada Infrastructure Program) in 2019 and actively completing the design for the construction to occur in 2025. Total ICIP project cost was \$1,492,975 in 2019 with Town to receive 83% (\$1,244,096). Total project cost is now \$2,000,000 and includes permits, inspection, materials testing and contract administration.

Budget Implications

Total project cost		\$1,800,000
Grants:	Provincial	(\$1,244,096)
	Federal	\$0
Reserve:	Sewer Rates	(\$11,000)
Debt		
Reserve:	Stormwater Reserve	(\$544,904)
Total Budget Required		\$0

Commitments: Please describe any commitments that have already been made for this capital project.
 2022 budget \$120,000 (\$20,400 debenture/\$99,600 ICIP)

Effects on Future Operating Budgets: Please describe any impacts on future operating budgets (ie. maintenance costs, staffing, etc.)
 Minimal future costs as precast concrete culvert being used which should last for 75 years. Roadworks may require crack sealing in 15-20 years.

Public Consultation Requirements: Please describe the public consultations that are required for this project.
 Public information meeting held December 2023 at CCC.

Timeline and Major Milestones: Please describe the projected timeline and specific milestones of the project, if applicable.
 Construction to be completed by end of 2025.



Capital Budget – Projects

Project Title:	Anne Street Reconstruction		
Division:	PW & Engineering	Department:	Engineering

Justification Category

- Council Request
- Organizational Review
- Strategic Plan
- Other

Please explain justification in detail:

Anne Street from University Ave E to College Street (240m) has very poor condition underground infrastructure. Frequent watermain breaks with poor water quality/volume and sanitary sewer that cannot be camera inspected due to the sewer condition. Anne Street scores poorly on asset management rankings for underground infrastructure. The existing Anne Street right-of-way is narrow and with water and sanitary servicing replacements to property line there will be little remaining intact roadway and sidewalk. The design and construction budget in 2025 will include for the full reconstruction of Anne Street.

Budget Implications

Total project cost		\$840,000
Grants:	Provincial	\$0
	Federal	\$0
Reserve:	Sewer Rates	(\$180,000)
Debt		(\$610,000)
Other	Stormwater Reserve	(\$50,000)
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.)

Road surfaces should not require maintenance for 15-20 years and underground services with appropriate maintenance should result in 75+ years life expectancy.

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

There will be a public information meeting to advise residents of the construction and subsequent construction notices prior to construction.

Timeline and Major Milestones: Please describe the projected timeline and specific milestones of the project, if applicable.

Design and construction to be completed by end of 2025.



Capital Budget – Projects

Project Title:	One Ton Truck Replacement - Unit 12-16		
Division:	Public Works and Engineering	Department:	Roads and Sewers

Justification Category

- Council Request
- Organizational Review
- Strategic Plan
- Other

Please explain justification in detail:

In addition to the scheduled replacement of Unit #12-16, we are proposing to increase the vehicle's capabilities by upgrading to a truck with a higher Gross Vehicle Weight Rating (GVWR). The current 1-ton truck configuration will be upgraded to a model capable of supporting a roll-off bin system, which will allow for greater versatility in operations. The increased GVWR capacity will better accommodate the additional weight from the roll-off system and the larger payloads expected in future operations.

The costs associated with the new vehicle and equipment are as follows:
 •Truck (higher GVWR): \$100,000
 •Front plow: \$20,000
 •Salter: \$20,000
 •Roll-off system: \$55,000

This investment will not only replace aging equipment but also enhance operational efficiency by providing a more versatile and capable vehicle that will help meet the Town's growing service requirements.

Budget Implications

Total project cost		\$195,000
Grants:	Provincial	
	Federal	
Reserve:	Capital Equipment / Vehicles	(\$195,000)
Debt		
Other		
Total Budget Required		\$0

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

None.

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

Vehicle is being replaced in line with our asset management plan. Vehicles are replaced every nine (9) years.

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

None

Timeline and Major Milestones: Please describe the projected timeline and specific milestones of the project, if applicable.

Completed by May 31, 2025.



Capital Budget – Projects

Project Title:	Replace Sidewalk Machine - Unit 20-13		
Division:	Public Works and Engineering	Department:	Roads and Sewers

Justification Category

- Council Request
- Organizational Review
- Strategic Plan
- Other

Please explain justification in detail:

The replacement of Unit #20-13 is in accordance with the Town's Vehicle Replacement Bylaw and Asset Management Plan. Sidewalk machines are typically replaced every 12 years to maintain operational reliability and efficiency, minimizing costly repairs and downtime.

The sidewalk machine is a vital year-round asset for the Town's operations due to its versatility with various attachments:

- Snow plow blade and snow blower for winter maintenance, ensuring clear and safe sidewalks.
- Sidewalk salter/sander for de-icing and maintaining pedestrian safety during winter months.
- Mechanical broom with water tank for cleaning debris from sidewalks and public areas.
- Boom flail mower for roadside grass cutting, essential for maintaining clean and safe public spaces.

The costs associated with the replacement and equipment are as follows:

- Trackless or Equivalent - \$170,000
- V-Plow Blade - \$10,000
- Rear Mounted Sidewalk Spreader \$10,000
- Boom Flail Mower - \$25,000
- Mower Deck - \$9,500

Given the continuous year-round use of the sidewalk machine and the range of tasks it supports, replacing this unit on schedule is crucial for uninterrupted service delivery.

Budget Implications

Total project cost		\$225,000
Grants:	Provincial	
	Federal	
Reserve:	Capital Equipment / Vehicles	(\$225,000)
Debt		
Other		
Total Budget Required		\$0

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

None.

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

Vehicle is being replaced in line with our asset management plan. Vehicles are replaced every twelve (12) years.

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

None

Timeline and Major Milestones: Please describe the projected timeline and specific milestones of the project, if applicable.

Completed by March 31, 2025.



Capital Budget – Projects

Project Title:	Replace Camera Truck - #18-03		
Division:	Public Works and Engineering	Department:	Roads and Sewers

Justification Category

- Council Request
- Organizational Review
- Strategic Plan
- Other

Please explain justification in detail:

The replacement of Unit #18-03, the Camera Truck as well as the CCTV camera equipment, is necessary to continue efficiently inspecting sanitary lines throughout the Town. Performing these inspections in-house rather than contracting them out saves considerable costs. However, with escalating maintenance expenses—ranging from \$13,000 to \$40,000 in recent years—and the aging condition of the current truck, operational inefficiencies are increasing.

Unit #18-03 is a 2003 model that was purchased used in 2005.

Purchasing a new camera truck not only reduces these rising maintenance costs but also strategically aligns the lifecycle of the camera system with the new vehicle. This alignment ensures both components operate at peak efficiency and reliability throughout their service period without the need for premature upgrades or repairs.

By replacing this vehicle, we will ensure the continued performance of essential inspections and improve the overall operational reliability, thus allowing us to maintain critical infrastructure without interruptions.

Budget Implications

Total project cost		\$425,000
Grants:	Provincial	
	Federal	
Reserve:	Sewer Rates	(\$425,000)
Debt		
Other		
Total Budget Required		\$0

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

The Roads and Sewers Department have invested in significant training of staff to be able to operate this equipment and analyze the video to note and measure deficiencies that require repair based on a standardized method of evaluation. Sewers are assigned condition values based on the observations of Staff. The videos are utilized by the Engineering Department for capital projects and asset management whereby the condition scoring determines their remaining useful life and priority for replacement.

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

Should budget not be approved for replacement, the sanitary sewer operating budget will be increased by \$30,000 to cover vehicle maintenance costs to keep the camera truck in operation.

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

None

Timeline and Major Milestones: Please describe the projected timeline and specific milestones of the project, if applicable.

Sewer flushing and CCTV works begin in the spring when steam does not interfere with video. Replacement as early as possible in 2025 would be ideal in order to be ready for camera work to commence.



Capital Budget – Projects

Project Title:	Traffic Signal Intersection Upgrade		
Division:	Public Works and Engineering	Department:	Roads and Sewers

Justification Category

- Council Request
- Organizational Review
- Strategic Plan
- Other

Please explain justification in detail:

The Town's traffic signals are aging and do not fully comply with current standards, posing safety and operational challenges. As we begin replacing major components such as power supplies and control cabinets, it is imperative that we also bring the entire intersection up to date.

A portion of this funding—specifically \$15,000—will be allocated towards Accessible Pedestrian Signals (APS) at intersections that are shared between the Town and County.

Upgrading these systems will not only enhance safety for all road users but also ensure compliance with regulatory standards, similar to those enforced in building codes. By addressing the infrastructure holistically during these upgrades, we can optimize the overall functionality of traffic signals and improve the experience for pedestrians, including those with disabilities.

Investing in modern traffic signals and APS will significantly enhance public safety, reduce maintenance costs in the long run, and provide a more responsive traffic management system for our growing community.

Budget Implications

Total project cost		\$135,000
Grants:	Provincial (OCIF)	(\$135,000)
	Federal	
Reserve:		
Debt		
Other		
Total Budget Required		\$0

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

None.

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

The proposed traffic signal upgrades will significantly reduce future operating costs by minimizing maintenance requirements. Newer systems are more reliable, leading to lower repair expenses and decreased need for staff intervention. Additionally, improved traffic management will enhance flow, reducing congestion and wear on surrounding infrastructure.

By ensuring compliance with current standards, these upgrades will also mitigate potential liabilities and associated costs from accidents. Overall, while there is an initial investment, the long-term savings and efficiency gains will positively impact the Town's operating budgets.

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

None

Timeline and Major Milestones: Please describe the projected timeline and specific milestones of the project, if applicable.

Completed by December 31, 2025.



Capital Budget – Projects

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

Justification Category

- Council Request
- Organizational Review
- Strategic Plan
- Other

Please explain justification in detail:

The Town's street lights are beginning to fail, and with no available induction lamp replacements, a proactive approach is necessary. To modernize our lighting infrastructure, we are transitioning to LED lamps, which offer superior efficiency and longevity. This upgrade requires replacing all fixtures, as the new LED lamps are incompatible with existing induction fixtures. However, to manage costs effectively, we will replace fixtures only as the lamps burn out, allowing for a gradual and budget-conscious transition.

Switching to LED lighting provides numerous benefits beyond immediate energy savings. LED lamps have a significantly longer lifespan—often lasting up to 25,000 hours—compared to traditional options. This longevity reduces the frequency of replacements and maintenance, enhancing overall operational efficiency. Additionally, LED technology improves visibility and safety in public spaces, contributing to a safer community environment. By making this transition, the Town will not only ensure reliable and effective street lighting but also align with sustainable practices that benefit both residents and the budget.

Budget Implications

Total project cost		\$210,000
Grants:	Provincial	
	Federal	
Reserve:	Capital Equipment / Vehicles	
Debt		(\$210,000)
Other		
Total Budget Required		\$0

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

None.

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

Transitioning to LED lighting will have a positive impact on future operating budgets. LED lamps have a longer lifespan and lower energy consumption compared to traditional induction lamps, leading to significant savings on electricity costs. Additionally, while initial replacement costs will be incurred, the reduced frequency of maintenance and replacements will lower overall operational expenses in the long term. This strategic upgrade will enhance public safety while ensuring efficient use of resources.

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

None

Timeline and Major Milestones: Please describe the projected timeline and specific milestones of the project, if applicable.

Completed by December 31, 2025.

**Town of Cobourg - 2025 Budget
Parks and Recreation**



Project Description	Costs	Grants	Reserve Funds	Debenture	Development Charges	Other	Tax Levy
Parks							
Monks Cove and Harbour Seawall Repair	\$22,902,000	(\$5,000,000)		(\$17,902,000)			\$0
YMCA - Build CCC Campus Proj.#20	\$50,000				(\$50,000)		\$0
Historical Society - Wall of Fame	\$100,000	(\$100,000)					\$0
Tribute Central Park	\$290,000				(\$290,000)		\$0
Therrien Turf Vac	\$55,000		(\$55,000)				\$0
Community Centre/Arenas							
Chairs and Tables	\$10,000						\$10,000
Refrigeration Compressor Replacement	\$65,550		(\$65,550)				\$0
Stadium Seating Replacement	\$24,000						\$24,000
Generator Design/Options	\$15,000		(\$15,000)				\$0
Vending Machine Replacement	\$36,000						\$36,000
CCC Detailed Condition Assessment	\$60,000		(\$60,000)				\$0
LED Light Upgrades	\$17,000						\$17,000
LED Sign Repair	\$20,000		(\$20,000)				\$0
Cooling Tower Fill (Media)	\$49,000						\$49,000
AODA Upgrades	\$25,000						\$25,000
Event Stage and Event Equipment Replacement	\$40,000						\$40,000
Total	\$23,758,550	(\$5,100,000)	(\$215,550)	(\$17,902,000)	(\$340,000)	\$0	\$201,000



Capital Budget – Projects

Project Title:	Monks Cove and Harbour Seawall Repair		
Division:	Community Services	Department:	Parks and Recreation

Justification Category

- Council Request
- Organizational Review
- Strategic Plan
- Other

Please explain justification in detail:

As outlined in previous public reports, the harbor and Monk's cove seawalls are failing and require major repair.

Budget Implications

Total project cost		\$22,902,000
Grants:	Provincial	\$0
	Federal	\$0
Reserve:	Departmental Benefit Reserve	\$0
Debt		(\$17,902,000)
Other	Grant	(\$5,000,000)
Total Budget Required		\$0

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

See previous reports and detailed condition assessments.

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

Ongoing maintenance of the sea walls protects downtown and residential infrastructure from damage due to erosion from wave action.

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

See previous reports and detailed condition assessments.

Timeline and Major Milestones: Please describe the projected timeline and specific milestones of the project, if applicable.

See previous reports and detailed condition assessments.



Capital Budget – Projects

Project Title:	YMCA - Build CCC Campus Proj.#20		
Division:	Community Services	Department:	Parks and Recreation

Justification Category

- Council Request
- Organizational Review
- Strategic Plan
- Other

Please explain justification in detail:

In September of 2024, the YMCA engaged the Town to identify that the time is right for a new YMCA facility that will serve the Town and surrounding region. Further feasibility work to be completed in 2025 with the approval in principle of Council in 2024.

Budget Implications

Total project cost		\$50,000
Grants:	Provincial	\$0
	Federal	\$0
Reserve:	Development Charges	(\$50,000)
Debt		\$0
Other		
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.)

Feasibility work will determine impact on scope of services and future budgets.

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

As with any major recreational change, public consultation will form an integral part of the development of the project.

Timeline and Major Milestones: Please describe the projected timeline and specific milestones of the project, if applicable.

Feasibility work - 2025



Capital Budget – Projects

Project Title:	Historical Society - Wall of Fame		
Division:	Community Services	Department:	Parks and Recreation

Justification Category

- Council Request
- Organizational Review
- Strategic Plan
- Other

Please explain justification in detail:

In 2024, members of the Historical Society approached staff and requested that a project be started to design and construct a wall of fame or similar artifact to recognize all the historical accomplishments of the residents of Cobourg.

Budget Implications

Total project cost		\$100,000
Grants:	Provincial	\$0
	Federal	\$0
Reserve:	Victoria Hall Maintenance	\$0
Debt		\$0
Other	Grants & Donations	(\$100,000)
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.)

To be determined

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

Design of the project will be informed by public consultation.

Timeline and Major Milestones: Please describe the projected timeline and specific milestones of the project, if applicable.

TBD



Capital Budget – Projects

Project Title:	Tribute Central Park		
Division:	Community Services	Department:	Parks and Recreation

Justification Category

- Council Request
- Organizational Review
- Strategic Plan
- Other

Please explain justification in detail:

The "Level of Service" policy within the Development Charges Background Study 2021 informs the cost sharing decisions between developers and the Town for new park development.

In 2025, Tribute will complete the construction of the central park and the Town's portion of the charges will come due.

Budget Implications

Total project cost		\$290,000
Grants:	Provincial	\$0
	Federal	\$0
Reserve:	Development Charges	(\$290,000)
Debt		\$0
Other		
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.)

Operating costs of the park will be included in future operating budget years post-warranty.

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

None

Timeline and Major Milestones: Please describe the projected timeline and specific milestones of the project, if applicable.

Design already approved; construction in 2025.



Capital Budget – Projects

Project Title:	Therrien Turf Vac		
Division:	Community Services	Department:	Parks and Recreation

Justification Category

- Council Request
- Organizational Review
- Strategic Plan
- Other

Please explain justification in detail:

Replace outdoor towable vacuum-sweeper as per equipment replacement by-law. This unit was purchased in 2009 with an expected life of 15 years.

Budget Implications

Total project cost		\$55,000
Grants:	Provincial	\$0
	Federal	\$0
Reserve:	Capital Equipment / Vehicles	(\$55,000)
Debt		\$0
Other		
Total Budget Required		\$0

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

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

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

None

Timeline and Major Milestones: Please describe the projected timeline and specific milestones of the project, if applicable.



Capital Budget – Projects

Project Title:	Chairs and Tables		
Division:	Community Services	Department:	Community Centre/Arenas

Justification Category

- Council Request
- Organizational Review
- Strategic Plan
- Other

Please explain justification in detail:

Replace tables and chairs that have reached the end of their useful life.

Budget Implications

Total project cost		\$10,000
Grants:	Provincial	\$0
	Federal	\$0
Reserve:	Departmental Benefit Reserve	\$0
Debt		\$0
Other		
Total Budget Required		\$10,000

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.)

Maintaining minor assets like chairs & tables annually allows for continual service and adaptation to user needs.

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.

N/A



Capital Budget – Projects

Project Title:	Refrigeration Compressor Replacement		
Division:	Community Services	Department:	Community Centre/Arenas

Justification Category

- Council Request
- Organizational Review
- Strategic Plan
- Other

Please explain justification in detail:

For the 2023 budget, Community Services presented a three-year plan to begin replacing the aging arena compressors that are nearing the end of their useful life. Two of the three replacements have been completed. The replacement of Compressor 1 (C1) will be the final step in this multi-year plan.

Budget Implications

Total project cost		\$65,550
Grants:	Provincial	\$0
	Federal	\$0
Reserve:	OCIF	(\$65,550)
Debt		\$0
Other		
Total Budget Required		\$0

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

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

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

Timeline and Major Milestones: Please describe the projected timeline and specific milestones of the project, if applicable.



Capital Budget – Projects

Project Title:	Stadium Seating Replacement		
Division:	Community Services	Department:	Community Centre/Arenas

Justification Category

- Council Request
- Organizational Review
- Strategic Plan
- Other

Please explain justification in detail:

Replace sections of floor-mounted stadium seating in the upper bowl. The replacement parts for the stadium seating are not readily available, so a phased replacement strategy will be implemented to extend the useful life of the remaining seating. The new seating will offer a variety of widths and assistive features, enhancing the accessibility of the Community Centre.

Budget Implications

Total project cost		\$24,000
Grants:	Provincial	\$0
	Federal	\$0
Reserve:	Departmental Benefit Reserve	\$0
Debt		\$0
Other		
Total Budget Required		\$24,000

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

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

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

None

Timeline and Major Milestones: Please describe the projected timeline and specific milestones of the project, if applicable.



Capital Budget – Projects

Project Title:	Generator Design/Options		
Division:	Community Services	Department:	Community Centre/Arenas

Justification Category

- Council Request
- Organizational Review
- Strategic Plan
- Other

Please explain justification in detail:

This budget will be used to create an electrical systems evaluation to enhance the capabilities of the Cobourg Community Centre in the event of a long-term power outage. The current generator at the community centre can provide basic lighting but cannot support the power requirements of the HVAC systems during a prolonged power interruption. This limits the function of the building during certain types of emergencies.

Budget Implications

Total project cost		\$15,000
Grants:	Provincial	\$0
	Federal	\$0
Reserve:	Canada Community Building Fund (Fed	(\$15,000)
Debt		\$0
Other		
Total Budget Required		\$0

Commitments:	Please describe any commitments that have already been made for this capital project.
None	
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.
None	
Timeline and Major Milestones:	Please describe the projected timeline and specific milestones of the project, if applicable.



Capital Budget – Projects

Project Title:	Vending Machine Replacement		
Division:	Community Services	Department:	Community Centre/Arenas

Justification Category

- Council Request
- Organizational Review
- Strategic Plan
- Other

Please explain justification in detail:

Replace vending machines that are reaching the end of their useful life. Vending machines average a total of \$45,000 in sales per year at the CCC, efficiently supporting daily activities and special events alike. Modern machines will enhance customer convenience through more digital ways to pay.

Budget Implications

Total project cost		\$36,000
Grants:	Provincial	\$0
	Federal	\$0
Reserve:	Departmental Benefit Reserve	\$0
Debt		\$0
Other		
Total Budget Required		\$36,000

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

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

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

None

Timeline and Major Milestones: Please describe the projected timeline and specific milestones of the project, if applicable.



Capital Budget – Projects

Project Title:	CCC Detailed Condition Assessment		
Division:	Community Services	Department:	Community Centre/Arenas

Justification Category

- Council Request
- Organizational Review
- Strategic Plan
- Other

Please explain justification in detail:

Conduct a detailed condition assessment of the facility to support the Town's asset management plan.

Budget Implications

Total project cost		\$60,000
Grants:	Provincial	\$0
	Federal	\$0
Reserve:	OCIF	(\$60,000)
Debt		\$0
Other		
Total Budget Required		\$0

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

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

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

None

Timeline and Major Milestones: Please describe the projected timeline and specific milestones of the project, if applicable.



Capital Budget – Projects

Project Title:	LED Light Upgrades		
Division:	Community Services	Department:	Community Centre/Arenas

Justification Category

- Council Request
- Organizational Review
- Strategic Plan
- Other

Please explain justification in detail:

Replace broken, low-hanging walking track lighting fixtures with more energy-efficient LED fixtures, relocating them to a higher position to reduce the risk of damage.

Budget Implications

Total project cost		\$17,000
Grants:	Provincial	\$0
	Federal	\$0
Reserve:	Departmental Benefit Reserve	\$0
Debt		\$0
Other		
Total Budget Required		\$17,000

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

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

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

None

Timeline and Major Milestones: Please describe the projected timeline and specific milestones of the project, if applicable.



Capital Budget – Projects

Project Title:	LED Sign Repair		
Division:	Community Services	Department:	Community Centre/Arenas

Justification Category

- Council Request
- Organizational Review
- Strategic Plan
- Other

Please explain justification in detail:

The exterior electronic community notification sign at the CCC is no longer functional. The funds in this budget will be used to retrofit the outdoor cabinet with new LED panels. A working road-side sign engages with the public and allows advertising, education, and timely messaging for the facility.

Budget Implications

Total project cost		\$20,000
Grants:	Provincial	\$0
	Federal	\$0
Reserve:	Canada Community Building Fund (Fed Gas Tax)	(\$20,000)
Debt		\$0
Other		
Total Budget Required		\$0

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

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

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

None

Timeline and Major Milestones: Please describe the projected timeline and specific milestones of the project, if applicable.



Capital Budget – Projects

Project Title:	Cooling Tower Fill (Media)		
Division:	Community Services	Department:	Community Centre/Arenas

Justification Category

- Council Request
- Organizational Review
- Strategic Plan
- Other

Please explain justification in detail:

The cooling tower is an integral part of the refrigeration and HVAC systems at the Cobourg Community Centre. Replacing the media fill is a standard part of the cooling tower's regular life cycle. This budget will fund the replacement of the media fill, helping to ensure it remains in good condition.

Budget Implications

Total project cost		\$49,000
Grants:	Provincial	\$0
	Federal	\$0
Reserve:	Departmental Benefit Reserve	\$0
Debt		\$0
Other		
Total Budget Required		\$49,000

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

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

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

None

Timeline and Major Milestones: Please describe the projected timeline and specific milestones of the project, if applicable.



Capital Budget – Projects

Project Title:	AODA Upgrades		
Division:	Community Services	Department:	Community Centre/Arenas

Justification Category

- Council Request
- Organizational Review
- Strategic Plan
- Other

Please explain justification in detail:

Since opening in 2011, there have been updates to industry standards for AODA-compliant washrooms. This budget will be used to upgrade current public washrooms to meet these modern standards.

Budget Implications

Total project cost		\$25,000
Grants:	Provincial	\$0
	Federal	\$0
Reserve:	Departmental Benefit Reserve	\$0
Debt		\$0
Other		
Total Budget Required		\$25,000

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

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

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

None

Timeline and Major Milestones: Please describe the projected timeline and specific milestones of the project, if applicable.



Capital Budget – Projects

Project Title:	Event Stage and Event Equipment Replacement		
Division:	Community Services	Department:	Community Centre/Arenas

Justification Category

- Council Request
- Organizational Review
- Strategic Plan
- Other

Please explain justification in detail:
 Replace flooring sections, railings, curtains, stairs and hardware that require replacement.

Budget Implications

Total project cost		\$40,000
Grants:	Provincial	\$0
	Federal	\$0
Reserve:	Departmental Benefit Reserve	\$0
Debt		\$0
Other		
Total Budget Required		\$40,000

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

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

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

None

Timeline and Major Milestones: Please describe the projected timeline and specific milestones of the project, if applicable.

Town of Cobourg - 2025 Budget
Culture and Community



Project Description	Costs	Grants	Reserve Funds	Debenture	Development Charges	Other	Tax Levy
Concert Hall Lighting	\$15,000						\$15,000
Tourism Wayfinding	\$25,000		(\$25,000)				\$0
Tourism Kiosk/Albert Street Activation	\$25,000		(\$10,000)				\$15,000
Total	\$65,000	\$0	(\$35,000)	\$0	\$0	\$0	\$30,000



Capital Budget – Projects

Project Title:	Concert Hall Lighting		
Division:	Community Services	Department:	Culture, Events, and Tourism

Justification Category

- Council Request
- Organizational Review
- Strategic Plan
- Other

Please explain justification in detail:

The Concert Hall relies on high-quality lighting to enhance the overall audience experience and support the technical needs of performers and event organizers. Upgrading the lighting system is essential for several key reasons:

Improved Audience Experience: Enhanced lighting creates a more immersive and engaging atmosphere for audiences, highlighting performances and creating visually compelling scenes. Proper lighting can significantly improve the mood and impact of shows, making the venue more attractive to both performers and attendees.

Increased Venue Bookings: Many performers and event organizers prioritize venues that offer professional, state-of-the-art lighting systems. By upgrading the lighting, we can appeal to a wider range of productions, including high-profile events that require advanced lighting capabilities. This could lead to increased bookings, more diverse programming, and higher revenue.

Energy Efficiency and Cost Savings: Investing in modern, energy-efficient lighting technology, such as LED systems, can reduce energy consumption and maintenance costs over time. This will lower utility bills and minimize the need for frequent replacements of outdated lighting equipment, offering long-term cost savings.

Technical Flexibility: Enhanced lighting systems allow for greater flexibility and creativity in event production. Modern lighting technology enables more complex lighting designs and control, meeting the varied needs of different shows, from concerts to theatrical performances. This flexibility positions the Concert Hall as a go-to location for high-quality productions.

Safety and Compliance: Upgraded lighting systems can also improve the safety of both performers and technical staff. With more reliable and efficient lighting, we can reduce the risk of technical failures during events and ensure compliance with industry safety standards.

Budget Implications

Total project cost		\$15,000
Grants:	Provincial	\$0
	Federal	\$0
Reserve:	Departmental Benefit Reserve	\$0
Debt		\$0
Other		
Total Budget Required		\$15,000

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

No Commitments have been made for this project

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.

None

Timeline and Major Milestones: Please describe the projected timeline and specific milestones of the project, if applicable.



Capital Budget – Projects

Project Title:	Tourism Wayfinding		
Division:	Community Services	Department:	Culture, Events, and Tourism

Justification Category

- Council Request
- Organizational Review
- Strategic Plan
- Other

Please explain justification in detail:

The addition of strategically placed wayfinding signs in Cobourg’s downtown and waterfront areas is a vital step in enhancing the visitor experience and supporting local businesses. This investment in signage aligns with our goals to promote tourism, improve navigation, and encourage economic growth. The key reasons for requesting capital budget for these signs are as follows:

Enhanced Visitor Experience: Wayfinding signs help visitors navigate our town with ease, making it simple for tourists to locate key attractions, historical sites, businesses, and public amenities. Clear signage allows visitors to explore confidently, improving their overall experience and encouraging repeat visits.

Increased Economic Activity: By guiding visitors toward local shops, restaurants, and services, wayfinding signs directly support downtown businesses. Visitors are more likely to explore areas they might have otherwise missed, leading to increased foot traffic, longer stays, and higher spending, all of which contribute to the local economy.

Promotion of Key Attractions: Cobourg has much to offer, including its beautiful waterfront, parks, cultural landmarks, and historical sites. Wayfinding signs will highlight these attractions, ensuring that tourists can easily find and enjoy them. This helps to market our town’s unique offerings and encourage visitors to explore beyond the main thoroughfares.

Improved Accessibility: Effective signage makes Cobourg more accessible for all types of visitors, including those with disabilities or language barriers. Well-designed wayfinding signs ensure that information is clear, easy to read, and placed at appropriate locations, allowing everyone to navigate with greater independence.

Support for Local Events and Tourism Initiatives: Wayfinding signs can be a valuable tool during events and festivals, directing attendees to event sites, parking areas, and key facilities. This will improve event logistics and support tourism initiatives that rely on efficient visitor movement through the town.

Branding and Cohesive Aesthetic: Consistent, high-quality signage contributes to Cobourg’s identity as a tourist-friendly destination. Professionally designed wayfinding signs can reinforce our branding and ensure that our downtown and waterfront areas present a cohesive, welcoming appearance that aligns with Cobourg’s charm and appeal.

Safety and Traffic Management: Wayfinding signs help manage both pedestrian and vehicular traffic, reducing confusion and minimizing congestion. Clear directions to parking areas, restrooms, and emergency services will improve the safety of both visitors and residents.

Budget Implications

Total project cost		\$25,000
Grants:	Provincial	\$0
	Federal	\$0
Reserve:	Parking	(\$25,000)
Debt		\$0
Other		
Total Budget Required		\$0

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

No Commitments have been made for this project

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.

None

Timeline and Major Milestones: Please describe the projected timeline and specific milestones of the project, if applicable.



Capital Budget – Projects

Project Title:	Tourism Kiosk/Albert Street Activation		
Division:	Community Services	Department:	Culture, Events, and Tourism

Justification Category

- Council Request
- Organizational Review
- Strategic Plan
- Other

Please explain justification in detail:

Placing a tourism kiosk in front of Victoria Hall in Cobourg's downtown core, during the summer months, would significantly enhance the visitor experience and support our local businesses. This investment in tourism infrastructure aligns with our broader goals of increasing visitor engagement, promoting local attractions, and boosting economic activity. Below are the key reasons for requesting a capital budget for this project:

Centralized Visitor Information Hub: The kiosk will serve as a central point for visitors to access information about local attractions, upcoming events, historical landmarks, and available services. Placing it in front of Victoria Hall, a prominent and accessible location, ensures that tourists have a reliable, easy-to-find resource to guide their visit.

Support for Local Businesses and Tourism Growth: A well-positioned kiosk provides valuable exposure for local shops, restaurants, and attractions by showcasing maps, guides, and promotional materials. This can lead to increased foot traffic, encouraging visitors to explore the downtown area, stay longer, and support local businesses. The kiosk will also promote Cobourg's unique offerings, encouraging repeat visits and tourism growth.

Improved Visitor Experience and Engagement: The kiosk will enhance the overall visitor experience by providing up-to-date information on events, attractions, and amenities. Tourists will be able to quickly find what they need—whether it's directions to the waterfront, information on historical sites, or details on local festivals—allowing them to maximize their time in Cobourg.

Accessible, Self-Service Option: The kiosk will provide a 24/7 self-service option for tourists, especially during times when visitor centers or staff are unavailable through a display on the outside of the kiosk that can include maps, and brochures, ensuring that visitors can get the information they need anytime, improving accessibility and reducing the need for constant staffing.

Highlighting Key Attractions and Cultural Assets: The kiosk can be designed to highlight Cobourg's cultural assets, including heritage sites, art galleries, and scenic locations. This will encourage tourists to explore beyond the main streets and experience the full range of what Cobourg has to offer. It also serves as an educational tool for visitors to learn more about the town's history and significance.

Support for Events and Festivals: During busy tourist seasons, events, or festivals, the kiosk will play a key role in providing event schedules, parking information, and directions. This will help streamline visitor flow, improve event logistics, and ensure that attendees have access to real-time information.

Promotion of Sustainable Tourism: The kiosk can serve as a platform for promoting sustainable tourism initiatives, such as encouraging walking tours, eco-friendly activities, and the use of public transportation. It can also direct visitors to outdoor attractions like parks and trails, supporting Cobourg's efforts to foster environmentally conscious tourism.

Town Branding and Aesthetic: A well-designed kiosk in front of Victoria Hall will not only provide useful information but also enhance the aesthetic appeal of Cobourg's downtown core. It can reflect the town's branding, incorporating elements that showcase Cobourg's charm and appeal, reinforcing our image as a welcoming and vibrant destination.

Data Collection and Insights: A digital tourism kiosk can gather valuable data on visitor preferences and behaviors, helping the town refine its tourism strategies and improve offerings based on real-time visitor engagement. This data can help guide future tourism investments and promotional efforts.

Budget Implications

Total project cost		\$25,000
Grants:	Provincial	\$0
	Federal	\$0
Reserve:	Parking	(\$10,000)
Debt		\$0
Other		
Total Budget Required		\$15,000

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

No Commitments have been made for this project

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.

None

Timeline and Major Milestones: Please describe the projected timeline and specific milestones of the project, if applicable.

Town of Cobourg - 2025 Budget

Community Development



Project Description	Costs	Grants	Reserve Funds	Debenture	Development Charges	Other	Tax Levy
Venture13's VentureZone workstation expansion	\$7,200						\$7,200
New Gateway Signage for Lucas Point Industrial Park	\$40,000		(\$40,000)				\$0
Total	\$47,200	\$0	(\$40,000)	\$0	\$0	\$0	\$7,200



Capital Budget – Projects

Project Title:	Venture13's VentureZone workstation expansion		
Division:	Planning and Development	Department:	Venture13 Innovation and Entrepreneurship Centre

Justification Category

- Council Request
- Organizational Review
- Strategic Plan
- Other

Please explain justification in detail:

Workstation expansion: \$7,200

Install four more workstations in the collaborative VentureZone work area for small business owners and entrepreneurs. Each of these workstations would be available for rent at \$150/month. The renting of desks is the most popular and in demand feature of the VentureZone collaborative workspace. The monthly rent is at an affordable rate that makes small business owners and entrepreneurs able to rent easily from the Town of Cobourg. In 2022, 14 desk spaces were available for rent. By 2024, the capacity increased to 19 desks by making the high-top tables rentable too. By October 1, eighteen (18) of these desks will be rented. There is some underutilized space where four workstations can be added at little disruption to the current VentureZone users.

If these four workstations were each rented for a full year, they have the potential to generate \$7,200 per year (50/50 revenue split with the Northumberland CFDC). The capital cost has the potential to pay itself back in two years.

Budget Implications

Total project cost		\$7,200
Grants:	Provincial	\$0
	Federal	\$0
Reserve:	Victoria Hall Maintenance	\$0
Debt		\$0
Other		
Total Budget Required		\$7,200

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

Workspace and to be designed to match existing workstations.

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

One time workspace expansion cost. Using existing staffing to facilitate VentureZone membership agreements.

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

None

Timeline and Major Milestones: Please describe the projected timeline and specific milestones of the project, if applicable.

Completed by March 31, 2025.



Capital Budget – Projects

Project Title:	New Gateway Signage for Lucas Point Industrial Park	
Division:	Planning and Development	Department: Economic Development

Justification Category

- Council Request
- Organizational Review
- Strategic Plan
- Other

Please explain justification in detail:

The Town of Cobourg's economic development team actively promotes available properties for business purposes throughout Cobourg. This effort is consistent with the economic development and Venture13 strategy and action plan. Specifically, the strategic goal is to be the first point of contact for non-residential development projects and business requirements from the Town. This action plan further itemizes improving branding and entrance gateway signage for the Lucas Point Industrial Park and Northam Industrial Park (Action item 4.2.6).

The Lucas Point Industrial Park is a unique asset for the Town and offers an opportunity to control the type of non-residential development that has the greatest economic impact for the community. The Town of Cobourg's economic development team has been working with land purchasers through the purchase and sale and development application processes. A missing feature of the industrial park is Town-branded gateway signage that recognizes the area as a business center. New gateway signage at key locations in the area will help define and industrial area and space.

This project further advances the Lucas Point Industrial Park as a business location. The introduction of gateway signage in three key locations within the park will extend the level of professionalism to the park, while also integrating modern design features with the spaces in the business and employment area.

Throughout 2024, economic development staff have been discussing the need for gateway signage with members of the Public Works Department and colleagues in the larger Planning and Development Division about optimal scale and locations within the park. The proposed scale and locations are presented below (Location intersection, installation timing)

1. Southeast corner of Willmott Street and King Street East, Town of Cobourg Easement, Spring 2025
2. Northeast corner of Willmott Street and Dodge Street, Town of Cobourg Easement, Spring 2025
3. Southwest corner of Normar Road and Dodge Street, Town of Cobourg property, Summer 2025

It is important to note that each of these three signs will be adapted slightly in size and positioning based on the topography of the land surface at these three intersections

Budget Implications

Total project cost		\$40,000
Grants:	Provincial	\$0
	Federal	\$0
Reserve:	Lucas Point Reserve	(\$40,000)
Debt		\$0
Other		
Total Budget Required		\$0

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

The cost of the gateway signage will be funded from a Lucas Point Special Holdings Account (#64173). There are sufficient funds in this holdings account to support the gateway signage project with no impact to the Town's 2025 capital budget.

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

There will be economic development staff time involved in the tendering and awarding of this project and ensuring design and construction requirements are met.

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

None

Timeline and Major Milestones: Please describe the projected timeline and specific milestones of the project, if applicable.

Following Council's 2025 Capital Budget approval, staff will prepare an RFP for the fabrication and installation of the three gateway signs. Construction of these signs will occur in the spring of 2025 and be complete by the end of the summer of 2025.