TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

COMMITTEE: ***PROTECTION*** FUNCTION/ACTIVITY: ***FIRE DEPARTMENT*** ACCOUNT #: **87015**

2019 BUDGET	2018 YTD	2019 YTD	CODE	OBJECT	2020 DEPT REQUEST	*	2020 FINAL APPROVED	2021 FORECAST	2022 FORECAST
-10,000	-10,262	-235	87015	Fire Receipts	-10,000			-10,000	-10,000
-3,500	-2,082	-1,757	87072	Reports / Permits	-3,500			-3,500	-3,500
-13,500	-12,344	-1,992		TOTAL FIRE DEPARTMENT REVENUE	-13,500		0	-13,500	-13,500

2019-11-18

*Indicates increase over previous year

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

COMMITTEE: ***PROTECTION*** FUNCTION/ACTIVITY: ***FIRE DEPARTMENT*** ACCOUNT #: **2000.100**

2019 BUDGET	2018 YTD	2019 YTD	CODE	OBJECT	2020 DEPT REQUEST	*	2020 FINAL APPROVED	2021 FORECAST	2022 FORECAST
1,727,097	1,654,465	1,463,125	200010	Payroll Salaries & Wages	1,786,461	*		1,889,780	1,995,980
268,700	256,511	216,069	200011	Payroll Salaries Volunteer	269,725			274,445	279,248
40,000	55,686	55,145	200012	Payroll Overtime	40,000			40,000	40,000
0	26,011	32,192	200013	Payroll - OT Fire Emergency	0			0	0
0	11,929	17,201	200014	Payroll - Overtime Training	0			0	0
75,600	68,383	67,179	200016	Recognition Pay	82,418	*		83,860	85,328
500,858	474,113	426,895	200030	Payroll Fringe Benefits	544,030	*		614,161	689,425
25,000	27,408	18,143	200031	Payroll - Part-time Benefits	26,973	*		32,933	39,095
15,000	14,684	5,391	200050	Protective Clothing	15,500	*		16,000	16,500
3,800	3,350	3,323	200060	Footwear	3,800			3,900	4,000
3,800	2,522	0	200070	Cleaning Allowance	3,900	*		4,000	4,000
7,000	6,746	12,017	200090	Uniforms	7,100			7,200	7,300
2,666,855	2,601,808	2,316,680		SUB TOTAL SALARIES, WAGES & BENEFITS	2,779,907	*	0	2,966,279	3,160,876
2,500	1,019	1,110	2000150	Office Supplies	2,500			2,500	2,500
4,500	4,208	3,250	2000180	Telephone & Answering Svc	4,500			4,600	4,700
4,500	7,211	5,823	2000200	Communication Equip Rep	4,600	*		4,700	4,800
650	385	375	2000210	Advertising & Promotions	650			650	650
500	420	382	2000220	Printing	500			500	500
1,500	1,342	1,274	2000230	Photocopier Expense	1,300			1,400	1,500
200	210	49	2000240	Postage	300	*		300	300
11,000	9,063	10,574	2000250	Memberships & Subscip'ns	11,000			11,000	11,000
15,500	13,925	14,484	2000260	Training & Courses	15,500			15,750	16,000
2,000	1,542	1,358	2000280	Car Allowance	1,000			1,100	1,200
3,500	4,260	2,111	2000370	Meals & Refreshments	3,600	*		3,700	3,700
9,000	8,485	3,174	2000380	Conferences & Conventions	9,000			9,250	9,500
12,000	12,907	5,902	2000450	Heat	12,000			12,000	12,000
12,000	11,471	8,382	2000460	Utilities	12,000			12,000	12,000
8,400	8,182	6,256	2000470	Building Maintenance	8,500			8,600	8,700
2,000	1,035	1,667	2000500	Custodial/Cleaning Supplies	1,500			1,600	1,700
5,000	13,092	4,459	2000570	Property Improvements	5,200	*		5,400	5,400
4,100	4,230	3,251	2000590	Other Maint & Repairs - Snow Removal	4,200	*		4,300	4,400
27,000	72,699	50,954	2000600	Vehicle Maint & Repair	27,500			28,000	28,500
15,000	17,044	9,467	2000650	Gasoline	15,000			15,000	15,000
12,500	17,481	11,573	2000670	Other Equip Purchases	13,000	*		13,500	14,000
10,500	10,872	6,484	2000680	Other Equip Maint/Repair	11,000	*		11,500	12,000
3,300	4,442	2,926	2000681	Medical Supplies	3,400	*		3,500	3,600
4,000	3,359	1,186	2000760	Fire & Crime Prevention	4,500	*		5,000	5,000
2,500	3,476	1,258	2000780	General Administrative Supplies	2,500			2,600	2,700

2019-11-18

*Indicates increase over previous year

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

COMMITTEE: ***FIRE DEPARTMENT*** FUNCTION/ACTIVITY: ***FIRE DEPARTMENT*** ACCOUNT #: **2000.100**

2019 BUDGET	2018 YTD	2019 YTD	CODE	OBJECT	2020 DEPT REQUEST	*	2020 FINAL APPROVED	2021 FORECAST	2022 FORECAST
15,000	0	13,488	2000852	Special Project - IT Upgrades	0			0	0
36,200	0	47,643	2000853	Special Project - Bunker Gear Replacement	22,000			22,000	0
-13,074	-12,881	-13,074	2000955	Building Dept. - Indirect Costs	-13,319			-13,519	-13,721
211,776	219,479	205,786		SUB TOTAL MATERIALS	183,431		0	186,931	167,629
2,000	1,776	3,044	2000300	Legal Fees	2,000			2,000	2,000
19,000	18,438	-40,338	2000320	Liability Insurance	19,500	*		19,500	19,500
21,000	20,214	-37,294		SUB TOTAL CONTRACTED SERVICES	21,500	*	0	21,500	21,500
8,600		8,600	2000930	Transfer to Admin Vehicle Reserve	8,600			8,600	8,600
0	27,300	0	2000931	Transfer to Small Equipment Reserve	0	*		10,000	10,000
50,000	50,000	50,000	2000932	Transfer to Large Vehicle Reserve	50,000			50,000	50,000
-12,000	-12,028	0	2000913	Recovery - Development Charges	0			0	0
-5,500	0	0	2000913	Transfer from Small Equipmet Reserve	-22,000			-22,000	0
41,100	65,272	58,600		SUB TOTAL OTHER CHARGES & TRANSFERS	36,600			46,600	68,600
2,940,731	2,906,773	2,543,772		TOTAL FIRE DEPARTMENT	3,021,438	*	0	3,221,310	3,418,605

2019-11-18

*Indicates increase over previous year

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

BUDGET JUSTIFICATION

COMMITTEE: ***PROTECTION*** FUNCTION/ACTIVITY: ***FIRE DEPARTMENT*** ACCOUNT #: ***2000.100***

STATEMENT OF PURPOSE:

To respond to and provide protection of life and property being threatened by incidents caused by nature and/or persons. To provide Building/Fire Code consultation, interpretation and enforcement for existing occupancies and new development.

PERFORMANCE DATA:

Responses:

2014	Actual	1191 Incidents
2015	Actual	1215 Incidents
2016	Actual	1158 Incidents
2017	Actual	1395 Incidents
2018	Actual	1666 Incidents
2019	Estimate	1550 Incidents

Fire Inspections:

2014	Actual	531 Activities
2015	Actual	565 Activities
2016	Actual	468 Activities
2017	Actual	518 Activities
2018	Actual	355 Activities
2019	Estimate	302 Activities

Training:

2014	Actual	287 Sessions
2015	Actual	225 Sessions
2016	Actual	223 Sessions
2017	Actual	233 Sessions
2018	Actual	246 Sessions
2019	Estimate	386 Sessions

HIGHLIGHTS/EXPLANATIONS:

YEAR	CODE	OBJECT	DETAILS
2020	200010	Payroll Salaries & Wages	Anticipated contractural obligations + additional probationary firefighter Additional FF - 1.3%
2020	200011	Payroll Salaries Volunteer	Anticipated contractural obligations
2020	200030	Payroll Fringe Benefits	Anticipated contractural obligations
2020	200050	Protective Clothing	Additional VFF's added last year
2020	2000250	Memberships & Subscriptions	Records Management Software - $3,500 Ontario Fire Cheifs - $560 Northumberland County Fire Chiefs - $800 Mutual Aid - $100 Ontario Fire Prevention Officers - $150 Fire Marshall Prevention Safety Council - $100 NFPA Codes - $1,800 EMP Canada - $50 Radio Licences - $1,500 Trade/Training Publications & Manuals - $2,440
2020	2000570	Property Improvements	Ongoing refurbishment of grounds and buiding

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

COMMITTEE: ***PROTECTION*** FUNCTION/ACTIVITY: ***EMERGENCY MANAGEMENT*** ACCOUNT #: ***2700.100***

2019 BUDGET	2018 YTD	2019 YTD	CODE	OBJECT	2020 DEPT REQUEST	*	2020 FINAL APPROVED	2021 FORECAST	2022 FORECAST
79,725	67,754	65,406	270010	Payroll Salaries and Wages	86,756	*		88,275	89,820
23,120	21,163	20,581	270030	Payroll Benefits	27,692	*		29,943	32,263
102,845	88,917	85,987		SUB TOTAL SALARIES, WAGES & BENEFITS	114,448	*	0	118,218	122,083
300	151	106	2700150	Office Supplies	300			300	300
1,000	2,035	570	2700160	Equipment Purchases	1,000			1,000	1,000
5,000	4,498	3,772	2700180	Telephone	5,000			5,000	5,000
250	28	0	2700210	Advertising	250			250	250
250	74	0	2700220	Printing	250			250	250
250	335	319	2700230	Photocopier Expense	300	*		350	375
1,400	904	1,518	2700250	Memberships & Subscriptions	1,000			1,100	1,100
2,000	1,365	764	2700260	Training	2,000			2,000	2,000
3,000	0	2,115	2700261	Training - Risk Management New	3,000			3,000	3,000
250	223	297	2700270	Mileage	250			250	250
600	598	460	2700370	Meals & Refreshments	600			600	600
3,250	2,291	3,144	2700380	Conferences	3,500	*		3,700	3,700
750	822	904	2700852	Special Project - Emergency Exercise	750			750	800
18,300	13,324	13,969		SUBTOTAL MATERIALS	18,200		0	18,550	18,625
8,500	7,455	5,475	2700170	Equipment Maintenance - Generators	9,000	*		9,500	9,500
8,500	7,455	5,475		SUBTOTAL CONTRACTED SERVICES	9,000	*	0	9,500	9,500
129,645	109,696	105,431		TOTAL EMERGENCY MEASURES	141,648	*	0	146,268	150,208

*Indicates increase over previous year

TOWN OF COBOURG
2020 OPERATING BUDGET ESTIMATES

BUDGET JUSTIFICATION

COMMITTEE: ***PROTECTION*** FUNCTION/ACTIVITY: ***EMERGENCY MANAGEMENT*** ACCOUNT #: ***2700.100***

STATEMENT OF PURPOSE:

To provide funding for projects associated with major emergencies and the municipal emergency control group as set forth in the Town's emergency plan.

PERFORMANCE DATA:

The Town of Cobourg has achieved compliance with provincial legislation and international best practices.

HIGHLIGHTS/EXPLANATIONS:

YEAR	CODE	OBJECT	DETAILS
2020	270010	Payroll Salaries & Wages	Emergency Planner was moved from Non-Union to CUPE with a subsequent increase in wage.
2020	2700250	Memberships & Subscriptions	Reduction of $400 to reflect actuals
2020	2700380	Conferences	CEMC and Emergency Planner need to stay current with Emergency Management and Risk Management legislation and trends.

TOWN OF COBOURG
CAPITAL BUDGET 2020 - 2022
5 YEAR CAPITAL BUDGET JUSTIFICATION

ACCOUNT #

DIVISION: Protection	3. **PROJECT DETAIL & JUSTIFICATION:**		
DEPARTMENT: Fire	The roof heating / cooling unit serving the original areas of the building has reached the end of life and needs replacement.		
1. **PROJECT NAME & DESCRIPTION** Heating / Cooling Unit Replacement	Public Consultation Process **No**		
2. **COMMITMENTS MADE:**	4. **EFFECTS ON FUTURE OPERATING BUDGETS:**		
	2020	**2021**	**2022**
5. **EXPENDITURES** CONTRACTUAL CAPS BASED ON $ **DIRECT REVENUES** GRANTS & SUBSIDIES OTHER	15,000		
6. **NET REQUIREMENTS:** **TO BE FINANCED FROM:** DEBENTURES OWNERS RESERVES OTHER	15,000	0	0
7. ANNUAL TAX REQUIREMENT	15,000	0	0

TOWN OF COBOURG
CAPITAL BUDGET 2020 - 2022
5 YEAR CAPITAL BUDGET JUSTIFICATION

ACCOUNT #

DIVISION: Protection	**3. PROJECT DETAIL & JUSTIFICATION:**		
DEPARTMENT: Fire	The floor drains in the apparatus bay areas are in need of repairs as the grates and their tracks are very corroded and need replacement. Some were repaired and replaced a number of years ago but the remainder need attention. This requires concrete work, new grates and subsequent floor refinishing.		
1. PROJECT NAME & DESCRIPTION Apparatus Bay Floor Repairs	Public Consultation Process **No**		
2. COMMITMENTS MADE:	**4. EFFECTS ON FUTURE OPERATING BUDGETS:**		
	2020	**2021**	**2022**
5. EXPENDITURES CONTRACTUAL CAPS BASED ON $ **DIRECT REVENUES** GRANTS & SUBSIDIES OTHER		50,000	
6. NET REQUIREMENTS: **TO BE FINANCED FROM:** DEBENTURES OWNERS RESERVES OTHER	0	50,000	0
7. ANNUAL TAX REQUIREMENT	0	50,000	0

TOWN OF COBOURG
CAPITAL BUDGET 2020 - 2022
5 YEAR CAPITAL BUDGET JUSTIFICATION

ACCOUNT #

DIVISION: Protection	3. **PROJECT DETAIL & JUSTIFICATION:**		
DEPARTMENT: Fire	Proposed construction of a roof ventilation training prop over top of the shipping containers that are located on the concrete pad at the rear of the fire station. This prop will provide realistic hands on training for our fire fighters which will improve fire ground operations and increase safety for our staff.		
1. **PROJECT NAME & DESCRIPTION** Roof - Construct Roof Training Prop	Public Consultation Process **No**		
2. **COMMITMENTS MADE:**	4. **EFFECTS ON FUTURE OPERATING BUDGETS:**		
	2020	**2021**	**2022**
5. **EXPENDITURES** CONTRACTUAL CAPS BASED ON $ **DIRECT REVENUES** GRANTS & SUBSIDIES OTHER			25,000
6. **NET REQUIREMENTS:** **TO BE FINANCED FROM:** DEBENTURES OWNERS RESERVES OTHER	0	0	25,000
7. ANNUAL TAX REQUIREMENT	0	0	25,000