

**TOWN OF COBOURG  
2024 OPERATING BUDGET ESTIMATES**

**ENVIRONMENTAL SUMMARY**

FUNCTION	2023 BUDGET	2023 YTD	2024 DEPT REQUEST	%	2024 FINAL APPROVED	%	2025 FORECAST	2026 FORECAST
<b>WPCP #1</b>	2,036,224	1,680,987	2,214,617	8.8	2,214,617	8.8	1,946,752	2,029,408
<b>WPCP #2</b>	1,715,174	1,447,504	1,864,625	8.7	1,864,625	8.7	1,882,837	1,971,712
SUB TOTAL	3,751,398	3,128,491	4,079,242	8.7	4,079,242	8.7	3,829,589	4,001,120
<b>SANITARY SEWERS/PUMPHOUSES</b>	1,047,381	505,064	1,047,568	0.0	1,047,568	0.0	1,015,878	1,041,811
<b>TOTAL EXPENDITURES</b>	4,798,779	3,633,555	5,126,810	6.8	5,126,810	6.8	4,845,467	5,042,931
<b>TOTAL REVENUE</b>	-6,641,443	-4,837,390	-6,925,390	4.3	-6,925,390	4.3	-7,224,751	-7,537,339
<b>NET OPERATING</b>	-1,842,664	-1,203,835	-1,798,580	-	-1,798,580	-	-2,379,284	-2,494,408
<b>CAPITAL REQUIREMENT</b>	1,875,000		1,230,000		1,230,000		580,000	1,425,000
<b>NET</b>	32,336		-568,580		-568,580		-1,799,284	-1,069,408

**TOWN OF COBOURG  
2024 OPERATING BUDGET ESTIMATES**

COMMITTEE: **ENVIRONMENTAL**

FUNCTION/ACTIVITY: **ENVIRONMENTAL - REVENUE**

ACCOUNT#:

2023	2022	2023			2024	2024	2025	2026
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	* FINAL APPROVED	FORECAST	FORECAST
-187,293	-203,417	-192,458	87024	Industrial Surcharge	-200,000 *	-200,000	-206,000	-212,180
-5,632,400	-5,513,996	-3,930,399	87025	Rates	-5,767,640	-5,767,640	-6,032,951	-6,310,467
-400,000	-400,187	-441,670	87058	Septic Waste Processing	-435,000 *	-435,000	-448,050	-461,492
-400,000	-156,879	-256,991	87059	Leachate Processing	-500,000 *	-500,000	-515,000	-530,450
-12,750	-14,846	-13,657	87066	WPCP #2 - Bell Tower Rental	-12,750	-12,750	-12,750	-12,750
-9,000	-8,797	-2,215	87093	NRG Curtailment	-10,000 *	-10,000	-10,000	-10,000
-6,641,443	-6,298,122	-4,837,390		TOTAL ENVIRONMENTAL REVENUE	-6,925,390 *	-6,925,390	-7,224,751	-7,537,339

2024-04-10

\*Indicates increase over previous year

**TOWN OF COBOURG  
2024 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **ENVIRONMENTAL**

FUNCTION/ACTIVITY: **WATER POLLUTION CONTROL PLANT #1**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
Environmental Revenue generated.	2024	87024	Industrial Surcharge	Industrial Surcharge agreements for Coveright, Post and Baxter's Bakery. Canada Candy surcharge to be reduced (lower strength discharges)
	<b>PERFORMANCE DATA:</b>			
	2024	87025	Sewer Rates	Pro-rated 2023 income plus 4.6% increase per Watson Rate Study.
	2024	87058	Septic Waste Processing	Assume constant volume plus 3% CPI on 2023 pro-rated revenues
	2024	87059	Leachate Processing	Eagleson volume reduced. Brighton status quo. Add Napanee Landfill.
	2024	87066	Bell Tower Rental	Bell Canada rental for cell tower on Plant #2 property
	2024	87093	NRG Curtailment	Curtailment Program no longer guarantees a minimum number of events. Revenue assumes one event for each facility @ - \$5,000/event

**TOWN OF COBOURG  
2024 OPERATING BUDGET ESTIMATES**

COMMITTEE: **ENVIRONMENTAL**

FUNCTION/ACTIVITY: **WATER POLLUTION CONTROL PLANT #1**

ACCOUNT#: **4000.10**

2023	2022	2023			2024	2024	2025	2026
BUDGET	YTD	YTD	CODE	OBJECT	DEPT * REQUEST	FINAL APPROVED	FORECAST	FORECAST
571,762	547,962	539,970	401010	Payroll Salaries & Wages	588,258	588,258	631,414	650,731
29,877	38,772	38,248	401011	Payroll - Overtime	30,053	30,053	30,955	31,883
18,641	12,334	13,124	401012	Payroll - Standby	18,751	18,751	19,314	19,893
28,304	5,617	24,262	401015	Payroll Part Time Wages	30,747 *	30,747	31,670	32,620
221,994	178,520	176,695	401030	Payroll Benefits	234,955 *	234,955	255,385	276,828
7,642	754	3,376	401031	Payroll Benefits Part-time	8,763 *	8,763	9,659	10,602
2,580	2,667	4,545	401050	Clothing	2,700 *	2,700	2,700	2,700
1,350	1,166	1,013	401060	Footwear	1,400 *	1,400	1,400	1,400
300	0	0	401070	Cleaning Allowance	300	300	300	300
425	48	108	401080	Employee Meal Allowance	450 *	450	450	450
882,875	787,840	801,341		SUB TOTAL SALARIES, WAGES & BENEFITS	916,377 *	916,377	983,247	1,027,407
3,000	3,266	3,898	4010150	Office Supplies	3,000	3,000	3,000	3,000
5,000	3,368	3,371	4010180	Telephone & Answering Svc	4,000	4,000	4,000	4,000
800	643	0	4010185	Alarm Line Charge	800	800	850	900
550	481	758	4010204	Radio Licence	10,800 *	10,800	800	800
500	0	0	4010210	Advertising & Promotion	500	500	500	500
2,700	832	512	4010220	Printing	2,000	2,000	2,000	2,000
1,300	814	814	4010230	Photocopier Expense	1,000	1,000	1,000	1,000
3,567	1,589	2,872	4010250	Membership & Subscrip'ns	3,800 *	3,800	3,900	4,000
22,000	11,653	9,989	4010260	Training & Courses	22,000	22,000	23,000	25,000
0	940	611	4010370	Meals & Refreshments	800	800	800	800
30,000	50,680	43,819	4010450	Heat	30,000	30,000	32,000	34,000
13,500	6,735	2,062	4010470	Building Maintenance	10,000	10,000	10,000	10,000
4,850	1,520	1,217	4010500	Custodial/Cleaning Supplies	2,000	2,000	2,100	2,200
31,000	53,324	71,473	4010560	Chemicals	30,000	30,000	35,000	40,000
3,200	4,182	6,803	4010600	Vehicle Maint & Repair	5,000 *	5,000	5,500	6,000
1,500	5,431	758	4010640	Oil & Grease	1,500	1,500	1,500	1,500
4,000	11,009	9,955	4010650	Gasoline	7,500 *	7,500	7,650	7,800
16,000	18,954	29,213	4010670	Other Equipment Purchases	20,000 *	20,000	21,000	22,000
145,000	145,392	171,219	4010680	Other Equip Maint & Rep	145,000	145,000	150,000	155,000
20,500	14,436	21,720	4010710	Lab Supplies	25,000 *	25,000	25,500	26,000
300,000	291,380	271,142	4010840	Utilities	300,000	300,000	305,000	310,000
10,000	5,091	6,106	4010850	Special Project	10,000	10,000	10,000	10,000
0	0	0	4010861	Sp Project - Primary Clarifier Repairs	75,000	75,000	0	0
0	0	0	4010862	Sp Project - Valve Replacement	30,000	30,000	0	0
0	0	0	4010863	Sp Project - Cathodic Protection Repair	75,000	75,000	0	0
0	0	0	4010864	Sp Project - Concrete Repairs	30,000	30,000	0	0
0	60,219	25,768	4010856	Special Project - Facility Condition Assessment	0 *	0	0	0
0	1,711	0	4010858	Special Project - Revised Rate Capacity	0	0	0	0
618,967	693,650	684,080		SUB TOTAL MATERIALS	844,700 *	844,700	645,100	666,500

**TOWN OF COBOURG  
2024 OPERATING BUDGET ESTIMATES**

COMMITTEE: **ENVIRONMENTAL**

FUNCTION/ACTIVITY: **WATER POLLUTION CONTROL PLANT #1**

ACCOUNT#: **4000.10**

2023	2022	2023			2024	2024	2025	2026
BUDGET	YTD	YTD	CODE	OBJECT	DEPT * REQUEST	FINAL APPROVED	FORECAST	FORECAST
1,500	0	4,116	4010300	Legal Fees	2,000 *	2,000	2,000	2,000
79,800	81,354	0	4010320	Insurance	79,819	79,819	83,810	88,001
15,000	16,097	10,818	4010480	Garbage Removal	10,000	10,000	12,000	14,000
196,500	194,358	157,300	4010750	Contracts	130,000	130,000	135,000	140,000
10,200	11,213	6,845	4010751	Snow Removal	10,000	10,000	12,000	14,000
10,000	0	0	4010752	Centrifuge	0	0	0	0
28,934	31,616	16,487	4010780	Lab Testing	28,000	28,000	29,000	30,000
150,000	0	0	4010860	Sp Project - Environmental Assessment	150,000	150,000	0	0
491,934	334,638	195,566		SUB TOTAL CONTRACTED SERVICES	409,819	409,819	273,810	288,001
0	0	0	4010912	Transfer to Reserve	0	0	0	0
0	0	0		SUB TOTAL OTHER CHARGES & TRANSFERS	0 *	0	0	0
42,448	63,321	0	4010541	Payment-in-Lieu of Taxes	43,721	43,721	44,595	47,500
42,448	63,321	0		SUB TOTAL FINANCIAL	43,721	43,721	44,595	47,500
				TOTAL WATER POLLUTION CONTROL				
2,036,224	1,879,449	1,680,987		PLANT #1	2,214,617 *	2,214,617	1,946,752	2,029,408

**TOWN OF COBOURG  
2024 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **ENVIRONMENTAL**

FUNCTION/ACTIVITY: **WATER POLLUTION CONTROL PLANT #1**

STATEMENT OF PURPOSE: Salaries, operating and maintenance costs for Plant #1.	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
	2024	401010	Payroll Salaries & Wages	Contractual obligations for Full-time staff
	2024	401015	Payroll Part Time Wages	Contractual obligations for Part-time/student staff
	2024	401050	Clothing	Contractual
	2024	401060	Footwear	Contractual
	2024	401070	Cleaning Allowance	Cleaning soiled/contaminated clothing
	2024	401080	Meal Allowance	Contractual - \$17 x 25 occurrences/yr
	2024	4010150	Office Supplies	Stationary, printer cartridges, copier rental
	2024	4010180	Telephone & Answering Serv	Landline Phones and Cell Phones increased to allow for added cost of Fiber Optic internet service. Fibre optic connections required to permit SCADA communications between Plants.
	2024	4010185	OPX / Alarm Line	Monthly Service Fee for Auto-Dialer Alarms \$203.50/unit plus programming charges, renewal of Win911 software licence \$660 Additional \$10,000 in 2024 for Circuit Boards for auto-dialers
	2024	4010200	Radio Licence	Annual License Fee for 2-Way Radios
	2024	4010210	Advertising & Promotion	External Job Postings, LUSI Inserts, etc
	2024	4010220	Printing	Third Party Printing Services - Printing of logbooks, engineering studies, etc.
	2024	4010230	Photocopier Expense	Leasing cost for photocopier
	2024	4010250	Membership & Subscrip'ns	These are a listing for both WPCP #1 & WPCP #2 Operators Licence Renewals - \$145 x 10 operators + 2 new licences - \$1,740 OACETT Memberships (2) - \$300 - \$600.00 WEAO Memberships (3) - \$500 - \$1,500 Technical Journals - \$200 MSDS Online - \$1,700 Specialty Technical Publishers - \$700 Total = \$6,440 Plant #1 - 58%, Plant #2 - 42%
<b>PERFORMANCE DATA:</b> Plant Flow (m3 per day)				
2024 7500 Estimate				
2023 8000 Estimate				
2022 7401				
2021 7561				
2020 8373				
2019 8442				
2018 9838				
Biosolids Haulage (m3/yr) *				
2024 13,000 Estimate				
2023 13,000 Estimate				
2022 12,585				
2021 15,370				
2020 15,777				
2019 8,121				
2018 5,892				
* Note: Includes both Truck Haulage and Centrifuge volumes				

**TOWN OF COBOURG  
2024 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **ENVIRONMENTAL**

FUNCTION/ACTIVITY: **WATER POLLUTION CONTROL PLANT #1**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
Salaries, operating and maintenance costs for Plant #1.	2024	4010260	Training & Courses	Assume 12 Operators/ET travelling 100 km to course, hotel & food for 5 days and split between both Plants. Plant #1 - \$21,000 Plant #2 - \$15,000
	2024	4010300	Legal Fees	Lawyer's fees, legal advice, industrial surcharge review, as required
<b>PERFORMANCE DATA:</b>  Plant Flow (m3 per day)  2024            7500 Estimate 2023            8000 Estimate 2022            7401 2021            7561 2020            8373 2019            8442 2018            9838  Biosolids Haulage (m3/yr) *  2024            13,000 Estimate 2023            13,000 Estimate 2022            12,585 2021            15,370 2020            15,777 2019            8,121 2018            5,892  * Note: Includes both Truck Haulage and Centrifuge volumes	2024	4010320	Insurance	Building and property insurance
	2024	4010450	Heat	Prorated 2023 (Jan-Apr, Nov, Dec) heating costs plus 3%
	2024	4010470	Building Maintenance	General building repairs and property upkeep
	2024	4010480	Garbage Removal	Based on 2023 prorated costs - \$11,268 x 12/9 = \$15,024
	2024	4010500	Custodial/Cleaning Supplies	Cleaning supplies
	2024	4010560	Chemicals	Alum \$11,000, chlorine 2 months \$9,000 and SO2 2 months \$10,000 disinfecting with ozone will decrease chlorine/SO2 and increase utilities bill
	2024	4010570	Property Improvements	Budget combined with Building Maintenance
	2024	4010600	Vehicle Maint & Repair	Anticipating more repairs for aging vehicles. Trucks 13, 15, Prius & backhoe past replacement date. Trucks 10 & 11 and 1 & 2 years from replacement dates.
	2024	4010640	Oil & Grease	Routine maintenance of town owned vehicles
	2024	4010650	Gasoline	Fuel for town owned vehicles
	2024	4010670	Other Equipment Purchases	Emergency replacement of equipment
	2024	4010680	Other Equip Maint & Rep	Routine maintenance of plant & equipment
	2024	4010710	Lab Supplies	Purchase of consumable lab supplies
2024	4010750	Contracts	Biosolids haulage (trucked) - 15,000 m3 @ \$13./m3 If Centrifuge is used this amount may be proportionally reduced.	
2024	4010751	Snow Removal	Contractor plowing of Plant - split between plants	

**TOWN OF COBOURG  
2024 OPERATING BUDGET ESTIMATES**

COMMITTEE: **ENVIRONMENTAL**

FUNCTION/ACTIVITY: **WATER POLLUTION CONTROL PLANT #1**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
Salaries, operating and maintenance costs for Plant #1.	2024	4010752	Centrifuge	If used to thicken biosolids. "Contracts" (biosolids haulage) account will be proportionally reduced.
	2024	4010780	Lab Testing	Testing conducted by accredited laboratory
<b>PERFORMANCE DATA:</b>  Plant Flow (m3 per day)	2024	4010840	Utilities	2023 pro-rated to full year plus additional \$50,000 in electricity for ozone generation
	2024	4010850	Special Project	This money is used to fund annual projects that will serve to reduce costs and / or improve efficiency at the Treatment Plants.
	2024	4010861	Special Project - Primary Clarifier Repairs	Replace V-notch weir, repair concrete
	2024	4010862	Sp Project - Plant #1 Valve Replacement	Replace old plug valves with stainless steel gate valves in biosolids building
	2024	4010863	Sp Project - Cathodic Protection Repairs	Repair/replace cathodic wires and rectifiers
	2024	4010864	Sp Project - Concrete Repairs	Old concrete from 1947 is cracking and spalling. Repairs are needed to ensure the continued integrity of the tanks and buildings.
	2024	4010860	Sp Project - Environmental Assessment	Deferred from 2023
	2023			
	2022			
	2021			
2020				
2019				
2018				
Biosolids Haulage (m3/yr) *				
2024	13,000 Estimate			
2023	13,000 Estimate			
2022	12,585			
2021	15,370			
2020	15,777			
2019	8,121			
2018	5,892			
* Note: Includes both Truck Haulage and Centrifuge volumes				



**TOWN OF COBOURG  
2024 OPERATING BUDGET ESTIMATES**

COMMITTEE: **ENVIRONMENTAL**

FUNCTION/ACTIVITY: **WATER POLLUTION CONTROL PLANT #2**

ACCOUNT#: **4000.20**

2023	2022	2023		2024	2024	2025	2026	
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	* FINAL APPROVED	FORECAST	FORECAST
571,762	524,030	519,126	402010	Payroll Salaries & Wages	588,258	588,258	631,414	650,731
29,877	32,738	38,877	402011	Payroll - Overtime	30,053	30,053	30,955	31,883
18,641	13,263	13,957	402012	Payroll - Standby	18,751	18,751	19,314	19,893
28,304	0	11,602	402015	Payroll Part Time Wages	30,747 *	30,747	31,670	32,620
221,994	175,746	175,051	402030	Payroll Benefits	253,844 *	253,844	274,840	296,868
7,642	0	1,620	402031	Payroll Benefits Part-time	9,532 *	9,532	10,451	11,417
2,580	2,630	3,570	402050	Clothing	2,700 *	2,700	2,700	2,700
1,350	1,009	1,213	402060	Footwear	1,400 *	1,400	1,400	1,400
300	0	0	402070	Cleaning Allowance	300	300	300	300
425	32	187	402080	Employee Meal Allowance	450 *	450	450	450
882,875	749,448	765,203		SUB TOTAL SALARIES, WAGES & BENEFITS	936,035 *	936,035	1,003,494	1,048,262
2,750	1,795	1,368	4020150	Office Supplies	2,750	2,750	2,750	2,750
3,000	2,027	1,798	4020180	Telephone & Answering Svc	2,500	2,500	2,500	2,500
2,000	643	0	4020185	Alarm Line Charge	11,200 *	11,200	1,200	1,200
250	250	393	4020204	Radio License	300 *	300	300	300
500	0	0	4020210	Advertising & Promotions	500	500	500	500
1,500	1,653	3,513	4020220	Printing/Photocopies	2,000 *	2,000	2,000	2,000
2,583	2,594	674	4020250	Memberships & Subscrip'ns	2,700 *	2,700	2,700	2,700
10,000	16,888	11,041	4020260	Training & Courses	10,000	10,000	10,000	10,000
0	597	425	4020370	Meals & Refreshments	0	0	0	0
40,000	40,928	54,646	4020450	Heat	60,000 *	60,000	60,000	60,000
6,500	1,407	3,494	4020470	Building Maintenance	6,000	6,000	7,000	8,000
3,300	2,492	1,905	4020500	Custodial/Cleaning Supplies	2,600	2,600	2,700	2,800
45,000	53,969	75,555	4020560	Chemicals	75,000 *	75,000	77,000	79,000
3,200	2,892	3,028	4020600	Vehicle Maint & Repairs	3,200	3,200	3,300	3,400
1,500	580	416	4020640	Oil & Grease	1,500	1,500	1,500	1,500
6,000	7,489	9,119	4020650	Gasoline	10,000 *	10,000	10,000	10,000
17,000	13,536	10,474	4020670	Other Equipment Purchases	17,000	17,000	18,000	20,000
155,000	178,564	144,105	4020680	Other Equip Maint & Rep	155,000	155,000	160,000	165,000
15,000	14,452	12,777	4020710	Lab Supplies	15,000	15,000	15,500	16,000
310,000	278,406	191,790	4020840	Utilities	250,000	250,000	275,000	300,000
6,000	0	0	4020850	Special Project	6,000	6,000	6,000	6,000
0	17,075	31,066	4020851	Special Project - Facility Condition Assessment	0	0	0	0
0	0	0	4020859	Sp Project - WIFI Upgrades	0	0	0	0
631,083	638,237	557,587		SUB TOTAL ADMINISTRATION	633,250	633,250	657,950	693,650

**TOWN OF COBOURG  
2024 OPERATING BUDGET ESTIMATES**

COMMITTEE: **ENVIRONMENTAL**

FUNCTION/ACTIVITY: **WATER POLLUTION CONTROL PLANT #2**

ACCOUNT#: **4000.20**

2023	2022	2023			2024	2024	2025	2026
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	* FINAL APPROVED	FORECAST	FORECAST
6,000	6,657	6,998	4020480	Garbage Removal	6,000	6,000	6,100	6,200
78,600	51,495	51,989	4020750	Contracts	81,000 *	81,000	85,000	90,000
10,200	7,337	6,351	4020751	Snow Removal	10,200	10,200	10,400	10,600
25,000	20,270	39,790	4020752	Contract - Drying Bed	40,000 *	40,000	35,000	35,000
20,600	16,068	19,586	4020780	Lab Testing	20,500	20,500	21,000	21,500
0	0	0	4020860	Sp Project - Cathodic Protection Repair	75,000	75,000	0	0
140,400	101,827	124,714		SUB TOTAL CONTRACTED SERVICES	232,700 *	232,700	157,500	163,300
60,816	45,523	0	4020541	Payment-in-Lieu of Taxes	62,640	62,640	63,893	66,500
60,816	45,523	0		SUB TOTAL FINANCIAL	62,640	62,640	63,893	66,500
				TOTAL WATER POLLUTION CONTROL PLANT #2				
1,715,174	1,535,035	1,447,504			1,864,625 *	1,864,625	1,882,837	1,971,712

**TOWN OF COBOURG  
2024 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **ENVIRONMENTAL**

FUNCTION/ACTIVITY: **WATER POLLUTION CONTROL PLANT #2**

STATEMENT OF PURPOSE:		HIGHLIGHTS/EXPLANATIONS:																											
		YEAR	CODE	OBJECT	DETAILS																								
Salaries, operating and maintenance costs for Plant #2.		2023	402010	Payroll Salaries & Wages	Contractual obligations for Full-time staff																								
		2023	402015	Payroll Part Time Wages	Contractual obligations for Part-time/student staff																								
<b>PERFORMANCE DATA:</b> Plant #2 Flow (m3 / day) <table style="width: 100%; border-collapse: collapse;"> <tr><td>2024</td><td style="text-align: right;">5,000</td><td>Estimate</td></tr> <tr><td>2023</td><td style="text-align: right;">5,000</td><td>Estimate</td></tr> <tr><td>2022</td><td style="text-align: right;">4,320</td><td></td></tr> <tr><td>2021</td><td style="text-align: right;">4,130</td><td></td></tr> <tr><td>2020</td><td style="text-align: right;">5,012</td><td></td></tr> <tr><td>2019</td><td style="text-align: right;">5,144</td><td></td></tr> <tr><td>2018</td><td style="text-align: right;">5,250</td><td></td></tr> <tr><td>2017</td><td style="text-align: right;">6,138</td><td></td></tr> </table>		2024	5,000	Estimate	2023	5,000	Estimate	2022	4,320		2021	4,130		2020	5,012		2019	5,144		2018	5,250		2017	6,138		2023	402050	Clothing	Contractual
		2024	5,000	Estimate																									
		2023	5,000	Estimate																									
		2022	4,320																										
		2021	4,130																										
		2020	5,012																										
		2019	5,144																										
		2018	5,250																										
		2017	6,138																										
		2023	402060	Footwear	Contractual																								
2023	402070	Cleaning Allowance	Cleaning soiled/contaminated clothing																										
2023	402080	Meal Allowance	Contractual - \$12 x 25 occurrences/yr																										
2023	4020150	Office Supplies	Stationary, printer cartridges.																										
2023	4020180	Telephone & Answering Serv	Landline Phones and Cellular Phones Fiber optic connections required to permit SCADA communications between Plants.																										
2023	4020185	OPX / Alarm Line	Monthly Service Fee for Auto-Dialer Alarms, plus programming WIN911 charges. Additional \$10,000 in 2024 for Circuit Boards for auto-dialers																										
2023	4020200	Radio Licence	Annual Licence Fee for 2-way radios																										
2023	4020210	Advertising & Promotions	External Job postings, LUSI inserts, etc.																										
2023	4020220	Printing & Photocopier	Third party printing services - logbooks, engineering reports, etc.																										
2023	4020230	Photocopier Expense	Leasing cost for photocopier																										
2023	4020250	Membership & Subscrip'ns	See WPCP #1 for details, Plant #2 shares 42% of total																										
2023	4020260	Training & Courses	Operator require mandatory 40 hrs/yr for WWT license																										
2023	4020450	Heat	\$8,000/yr to fuel pilot burner on flare stack (TSSA requirement), remainder of cost is to heat building & tunnels.																										
2023	4020470	Building Maintenance	General building repairs and property improvements																										

**TOWN OF COBOURG  
2024 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **ENVIRONMENTAL**

FUNCTION/ACTIVITY: **WATER POLLUTION CONTROL PLANT #2**

STATEMENT OF PURPOSE: Salaries, operating and maintenance costs for Plant #2.		HIGHLIGHTS/EXPLANATIONS:			
		YEAR	CODE	OBJECT	DETAILS
		2023	4020480	Garbage Removal	Increased due to solids from septic waste processing volumes
		2023	4020500	Custodial/Cleaning Supplies	Cleaning supplies
<b>PERFORMANCE DATA:</b> Plant #2 Flow (m3 / day)		2023	4020560	Chemicals	Alum \$24,000, Chlorine \$24,000, Sulfur Dioxide \$12,000
2024	5,000 Estimate	2023	4020600	Vehicle Maint & Repair	Major repairs for town owned vehicles
2023	5,000 Estimate	2023	4020640	Oil & Grease	Routine maintenance of town owned vehicles
2022	4,320				
2021	4,130	2023	4020650	Gasoline	Fuel for town owned vehicles. Diesel generators (2): Curtailment, monthly testing and power outages.
2020	5,012				
2019	5,144				
2018	5,250	2023	4020670	Other Equipment Purchases	Emergency replacement of small operating equipment.
2017	6,138	2023	4020680	Other Equip Maint & Rep	Routine maintenance of plant & equipment. Aging equipment repairs more frequent maintenance to keep it operational.
Biosolids Haulage (m3 / yr)					
2024	6,000 Estimate	2023	4020710	Lab Supplies	Purchase of consumable lab supplies
2023	6,000 Estimate				
2022	6,362	2023	4020750	Contracts	Biosolids haulage - 6,000 m3 @ \$13.35/m3
2021	6,435				
2020	5,971	2023	4020751	Snow Removal	Contractor plowing of Plant - split between plants
2019	5,904				
2018	5,560	2023	4020752	Contracts - Drying bed	Increased in 2023 increase to accommodate SBR holding tank cleanout and drying bed rehabilitation.
2017	5,908				
		2023	4020780	Lab Testing	Testing conducted by accredited laboratory
		2023	4020840	Utilities	2023 inflated due to SBR capital project leak testing (water)
		2024	4020860	Sp Project - Cathodic Protection Repairs	Repair/replace cathodic wires and rectifiers

**TOWN OF COBOURG  
2024 OPERATING BUDGET ESTIMATES**

COMMITTEE: **ENVIRONMENTAL**

FUNCTION/ACTIVITY: **SANITARY SEWER PUMP HOUSES**

ACCOUNT#: **4100.10**

2023	2022	2023			2024		2024	2025	2026
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	*	FINAL APPROVED	FORECAST	FORECAST
2,600	2,572	0	4110185	Alarm Line Charges	7,600	*	7,600	2,700	2,750
2,300	2,236	2,035	4110450	Heat	2,300		2,300	2,400	2,500
12,000	9,590	12,569	4110681	McGill Station Maint & Re	12,000		12,000	12,360	12,750
3,300	5,595	6,646	4110682	Forth/Lakeview Stn Maint	5,000	*	5,000	5,150	5,300
5,400	6,438	2,934	4110683	Monks Cove Station Maint	15,000	*	15,000	5,000	5,000
8,000	13,285	4,381	4110684	Brook Rd S Station Maint	3,000		3,000	3,100	3,200
43,500	36,899	34,312	4110840	Utilities	40,000		40,000	41,000	42,000
77,100	76,615	62,877		SUB TOTAL MATERIALS	84,900	*	84,900	71,710	73,500
50,000	0	0	4110851	Sp Proj - Forth/Lakeview/Monks Cove EA	50,000		50,000	0	
0	33,143	1,040	4110850	Sp Proj - Capacity Study Forth/Lakeview/Monk	0	*	0	0	
0	0	0	4110913	Transfer to/from Reserve - Sanitary Reserve	0		0	0	
50,000	33,143	1,040		SUB TOTAL OTHER CHARGES & TRANSFERS	50,000		50,000	0	0
127,100	109,758	63,917		TOTAL SANITARY SEWER PUMP HOUSES	134,900	*	134,900	71,710	73,500

**TOWN OF COBOURG  
2024 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **ENVIRONMENTAL**

FUNCTION/ACTIVITY: **SANITARY SEWER PUMP HOUSES**

STATEMENT OF PURPOSE:	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
To provide preventive maintenance and emergency maintenance for the sanitary sewage pump houses.	2024	411010	Payroll Salaries & Wages	Operator cost to maintain Pump Stations
	2024	411030	Payroll Benefits	Benefits associated with cost of operator
<b>PERFORMANCE DATA:</b>  5 pumping stations/ 12 pumps. Sanitary force main valves.	2024	4110185	OPX / Alarm Line Charges	Auto-dialer alarms \$232.50/unit plus programming charges, renewal of Win911 software licence \$660 Additional \$5,000 in 2024 for Circuit Boards for auto-dialers
	2024	4110450	Heat	Heating costs for stations
	2024	4110681	McGill Station Maint & Rep	Routine maintenance
	2024	4110682	Forth / Lakeview Stn Maint & Rep	Routine maintenance
	2024	4110683	Monks Cove Stn Maint & Rep	Routine maintenance plus one-time repair of piping from Station to sewer
	2024	4110684	Brook Rd S Stn Maint & Rep	Routine maintenance plus one-time repairs per CIMA assessment
	2024	4110840	Utilities	Electricity costs for stations
	2024	4110851	Sp Project - Forth/Lakeview/Monks Cove EA	2022 Facility Condition Assessments resulted in capacity increase which requires an environmental assessment. Project will be tendered with the Plant #1 EA to save on consulting fees and time (Deferred from 2023)

**TOWN OF COBOURG  
2024 OPERATING BUDGET ESTIMATES**

COMMITTEE: **ENVIRONMENTAL**

FUNCTION/ACTIVITY: **SANITARY SEWER SYSTEMS**

ACCOUNT#: **4100.10**

2023	2022	2023		2024		2024	2025	2026	
BUDGET	YTD	YTD	CODE	OBJECT	DEPT REQUEST	* FINAL APPROVED	FORECAST	FORECAST	
240,141	121,456	193,963	412010	Payroll Salaries & Wages	321,591	*	321,591	338,940	349,108
3,194	2,317	4,216	412011	Payroll - Overtime	1,500		1,545	1,591	
4,162	0	1,685	412012	Payroll - Standby	2,100		2,163	2,228	
1,210	2,675	498	412015	Payroll Part Time Wages	1,246		1,284	1,322	
87,947	50,566	72,820	412030	Payroll Benefits	116,745	*	116,745	129,603	140,549
327	367	70	412031	Payroll Part Time Benefits	386	*	386	424	463
336,981	177,381	273,252		SUB TOTAL SALARIES, WAGES & BENEFITS	443,568	*	443,568	473,959	495,261
6,500	12,731	22,546	4120618	Vehicle Maintenance & Repairs #18	6,500		6,500	6,500	6,500
25,000	22,531	19,871	4120640	Vehicle Maintenance & Repairs #40	25,000		25,000	25,000	25,000
8,500	3,492	4,815	4120680	Other Equip Maint & Rep	8,500		8,500	8,500	8,500
25,000	0	2,435	4120691	Equipment Rentals	25,000		25,000	25,000	25,000
165,000	167,853	0	4120692	Town Owned Equip Rentals	165,000		165,000	165,000	165,000
16,500	24,040	14,784	4120820	Other Operating Materials	17,500	*	17,500	18,500	19,500
0	13,341	35,056	4120851	Special Project - Vactor Nozzle	0	*	0	0	0
246,500	243,988	99,507		SUB TOTAL MATERIALS	247,500		247,500	248,500	249,500
100,000	109,579	72,461	4120750	Contracts	100,000		100,000	100,000	100,000
0	-2,040	-4,090	87092	Recoveries - Sanitary	0		0	0	0
150,000	0	0	4120852	Sp Project - Forth/McGill/Brook Forcemain	0		0	0	0
250,000	107,539	68,371		SUB TOTAL CONTRACTED SERVICES	100,000		100,000	100,000	100,000
81,500	81,150	0	4120911	Transfer to Vehicle Reserve	116,150	*	116,150	116,150	117,750
81,500	81,150	0		SUB TOTAL OTHER CHARGES & TRANSFERS	116,150	*	116,150	116,150	117,750
5,300	4,254	17	4120541	Payment-in-Lieu Taxes	5,450		5,450	5,559	5,800
5,300	4,254	17		SUB TOTAL FINANCIAL	5,450		5,450	5,559	5,800
920,281	614,312	441,147		TOTAL SANITARY SEWER SYSTEMS	912,668		912,668	944,168	968,311

**TOWN OF COBOURG  
2024 OPERATING BUDGET ESTIMATES**

**BUDGET JUSTIFICATION**

COMMITTEE: **ENVIRONMENTAL**

FUNCTION/ACTIVITY: **SANITARY SEWER SYSTEMS**

STATEMENT OF PURPOSE: To provide emergency repairs of the sanitary sewers.	HIGHLIGHTS/EXPLANATIONS:			DETAILS
	YEAR	CODE	OBJECT	
PERFORMANCE DATA:	2024	412010	Payroll Salaries & Wages	Operator cost to maintain collection system
	2024	412015	Payroll Part-time Wages	Part-time staff hours to maintain collection system
	2024	412030	Payroll Benefits	Benefit cost of full-time staff to maintain station
	2024	412031	Payroll Part-time Benefits	Benefit cost of part-time staff to maintain station
	2024	4120618 4120640	Vehicle Maintenance & Repairs	Camera Truck and Vector Truck maintenance.
	2024	4120680	Other Equip Maint & Rep	Preventative maintenance or repair costs
	2024	4120691	Equipment Rentals	e.g. Third party equipment rental
	2024	4120692	Town Owned Equip Rentals	e.g. Use of Town Vac Truck to remove grease
	2024	4120750	Contracts	Sanitary Sewer contracted repairs - \$100,000
	2024	4120820	Other Operating Materials	Costs associated for operating material purchases
	2024	4120911	Transfer to Vehicle Reserve	Funds directed to vehicle replacement. Now funding 50% of 1/2 tonne truck in Roads Dept.
	2024	4120852	Sp Project - Forth/McGill/Brook Forcemain Inspection	Cancelled 2023 project. F/M broke in 2023 and allowed for an inspection of the forcemain. Condition is deteriorated and will be replaced with King St W reconstruction.