



# COBOURG POLICE SERVICES BOARD

## NOTES TO THE 2022 DRAFT BUDGET

The following notes are integral and complements the 2022 Draft Operating Budget of the Cobourg Police Services Board:

- 1) All 2022 budgeted numbers are estimates only and are subject to change during deliberations
- 2) The reader will note that the overall budget is currently estimated at \$8,730,157
- 3) Purchases of a capital nature are excluded
- 4) From 2021 and onwards, Court Security and Court Administration have been separated
- 5) Funding from the Town of Cobourg Tax Levy is currently estimated at \$6,635,121, a 2.50% increase from the contributions for 2021.

Questions and comments can be directed to:  
Roger Ramkissoon, CPA, CGA, MBA  
Chief Financial Officer  
Cobourg Police Service  
Email: [roger.ramkissoon@cobourgpolic.com](mailto:roger.ramkissoon@cobourgpolic.com)  
Tel: 905 377 4430

## COBOURG POLICE SERVICE - 2022 OPERATING BUDGET OVERVIEW

POLICE SUMMARY	2020 BUDGET \$	2021 BUDGET \$	2022 DRAFT BUDGET \$	PERCENTAGE CHANGE OVER 2021 %
<b>POLICE OPERATING</b>				
General	5,763,486	5,830,001	5,805,656	-0.42%
Court Security	296,127	184,923	284,278	53.73%
Court Administration	0	234,294	287,869	22.87%
Facilities	159,900	201,000	207,350	3.16%
<b>SUB-TOTAL</b>	<b>6,219,513</b>	<b>6,450,218</b>	<b>6,585,153</b>	<b>2.09%</b>
<b>MISC REVENUES</b>	<b>65,000</b>	<b>65,000</b>	<b>40,000</b>	<b>-38.46%</b>
<b>POLICE BOARD</b>	<b>87,467</b>	<b>88,072</b>	<b>89,968</b>	<b>2.15%</b>
<b>POLICE TOTAL EXPENSE</b>	<b>6,306,980</b>	<b>6,538,290</b>	<b>6,675,121</b>	<b>2.09%</b>
<b>POLICE TOTAL REVENUE</b>	<b>65,000</b>	<b>65,000</b>	<b>40,000</b>	<b>-38.46%</b>
<b>TOTAL POLICE (TAX LEVY FUNDED)</b>	<b>6,241,980</b>	<b>6,473,290</b>	<b>6,635,121</b>	<b>2.50%</b>

# COBOURG POLICE SERVICE - 2022 DRAFT OPERATING BUDGET

EXPENSES	2020 BUDGET	2021 BUDGET	2022 DRAFT BUDGET
	\$	\$	\$
<b>POLICE GENERAL</b>			
<b>SALARIES AND BENEFITS</b>			
Salaries	4,390,808	4,589,160	4,472,319
Benefits	1,245,277	1,356,777	1,331,980
WSIB	20,000	245,000	100,000
YMCA	15,000	15,000	12,000
Clothing (incl Footwear & Gloves)	11,000	9,000	9,000
Cleaning Allowance	2,000	3,500	3,500
Meal Allowance	700	700	700
Uniforms	27,000	27,000	27,000
<b>SUB-TOTAL - SALARIES, WAGES AND BENEFITS</b>	<b>5,711,785</b>	<b>6,246,137</b>	<b>5,956,499</b>
<b>MATERIALS (MEALS, MAINTENANCE, REPAIRS AND PROJECTS)</b>			
General Office Supplies	85,200	86,200	104,164
Membership and Subscriptions	7,000	11,000	11,000
Training & Courses (Police)	38,000	13,000	20,000
General Professional Development	22,000	30,000	40,000
Travel	2,000	500	500
Recognition Awards	5,500	5,000	5,000
Meals and Refreshments	10,000	7,500	7,500
Conferences & Conventions	20,000	15,000	15,000
Vehicle Leasing and Maintenance	21,500	25,500	49,500
Gasoline	50,000	60,000	75,000
Other Purchases (including FIS)	13,000	12,000	12,000
Consulting Fees	5,000	5,000	5,000
Identification Services - Peterborough	20,000	20,000	20,004
Website Maintenance	5,000	3,000	2,000
Wellness	4,000	8,000	8,000
Other Operating Costs	7,000	5,000	20,000
OPTIC	25,000	38,000	38,000
Bank Charges	1,000	500	500
Special Projects	331,000	270,500	260,500
<b>SUB-TOTAL - MATERIALS</b>	<b>672,200</b>	<b>615,700</b>	<b>693,668</b>
<b>CONTRACTED SERVICES</b>			
Software Maintenance	0	80,000	80,000
Shredding	2,000	1,000	1,000
Legal Fees	55,000	55,000	30,000
Liability Insurance	52,000	71,000	74,550
Water Tower Rental	10,000	12,000	12,000
Information Technology Support	55,000	75,000	36,554
Support Contract	6,500	12,000	12,000
Communications	213,644	220,000	261,468
<b>SUB-TOTAL - CONTRACTED SERVICES</b>	<b>394,144</b>	<b>526,000</b>	<b>507,572</b>
<b>TOTAL GENERAL POLICE</b>	<b>6,778,129</b>	<b>7,387,837</b>	<b>7,157,739</b>
<b>COURT SERVICES</b>			
<b>SALARIES AND BENEFITS</b>			
Salaries	734,356	673,775	719,732
Benefits	226,224	179,101	261,499
Other Allowances	2,000	2,000	0
<b>SUB-TOTAL - SALARIES AND BENEFITS</b>	<b>962,580</b>	<b>854,876</b>	<b>981,231</b>
<b>MATERIALS</b>			
Prisoner Meals	3,000	5,000	5,000
Supplies and Other Expenses	6,500	1,000	1,000
Training & Courses	2,000	2,000	0
<b>SUB-TOTAL - MATERIALS</b>	<b>11,500</b>	<b>8,000</b>	<b>6,000</b>
<b>TOTAL COURT SERVICES</b>	<b>974,080</b>	<b>862,876</b>	<b>987,231</b>
<b>COURT ADMINISTRATION</b>			
<b>SALARIES AND BENEFITS</b>			
Salaries	0	172,541	212,095
Benefits	0	50,453	75,774
<b>SUB-TOTAL - SALARIES AND BENEFITS</b>	<b>0</b>	<b>222,994</b>	<b>287,869</b>
<b>MATERIALS</b>			
Supplies and Other Expenses	0	11,300	0
<b>SUB-TOTAL - MATERIALS</b>	<b>0</b>	<b>11,300</b>	<b>0</b>
<b>TOTAL COURT ADMINISTRATION</b>	<b>0</b>	<b>234,294</b>	<b>287,869</b>
<b>FACILITIES</b>			
<b>MATERIALS</b>			
Heat	13,000	12,000	11,000
Utilities - Water & Electrical	58,000	56,800	56,000
Cleaning	16,200	16,500	18,000
Repairs	21,000	20,000	26,000
Fire Safety	3,800	3,000	3,000
Biohazard Bin	1,600	1,700	1,800
Snow Removal	8,000	11,500	9,500
<b>SUB-TOTAL - MATERIALS</b>	<b>121,600</b>	<b>121,500</b>	<b>125,300</b>
<b>OTHER CHARGES</b>			
Liability Insurance	8,300	11,000	11,550
Garbage Removal	5,800	5,000	7,500
Service Contract	20,000	19,500	20,000
Contractor Cleaning	35,000	36,000	38,000
Minor Repairs	8,000	8,000	5,000
<b>SUB-TOTAL - OTHER CHARGES &amp; TRANSFERS</b>	<b>77,100</b>	<b>79,500</b>	<b>82,050</b>
<b>TOTAL FACILITIES</b>	<b>198,700</b>	<b>201,000</b>	<b>207,350</b>
<b>POLICE BOARD</b>			
<b>SALARIES AND BENEFITS</b>			
Salaries	18,720	18,720	19,094
Benefits	5,054	5,054	5,441
Honorarium	34,593	35,198	36,333
<b>SUB-TOTAL - SALARIES, BENEFITS AND HONORARIUM</b>	<b>58,367</b>	<b>58,972</b>	<b>60,868</b>
<b>CONTRACTED SERVICES</b>			
Office Supplies	500	500	500
Telephone, Advertising and Memberships	5,200	5,200	5,200
Training	3,000	3,000	3,000
Car Allowance	500	500	500
Presentations	2,500	2,500	2,500
Labour Relations	5,000	5,000	5,000
Conferences & Conventions	6,000	6,000	6,000
Meeting Expenses	1,400	1,400	1,400
Legal Fees	5,000	5,000	5,000
<b>SUB-TOTAL - CONTRACTED SERVICES</b>	<b>29,100</b>	<b>29,100</b>	<b>29,100</b>
<b>TOTAL POLICE BOARD</b>	<b>87,467</b>	<b>88,072</b>	<b>89,968</b>
<b>TOTAL POLICE OPERATING - GROSS</b>	<b>8,038,376</b>	<b>8,774,079</b>	<b>8,730,157</b>
<b>FUNDED BY</b>			
<b>RECOVERIES AND TRANSFERS</b>			
<b>RECOVERIES and TRANSFERS</b>			
Receipts	65,000	65,000	40,000
Business Services Division	862,420	786,252	1,006,588
Provincial Grants (RIDE, CSP, CISO, Community Safety, Student Prog. Secondments)	217,976	573,537	372,448
Neer (Reserve Transfer)	0	225,000	0
Prisoner Meals	1,000	1,000	1,000
Northumberland County	650,000	650,000	675,000
<b>SUB-TOTAL - RECOVERIES AND TRANSFERS</b>	<b>1,796,396</b>	<b>2,300,789</b>	<b>2,095,036</b>
<b>TOTAL POLICE OPERATING - NET (TAX LEVY)</b>	<b>6,241,980</b>	<b>6,473,290</b>	<b>6,635,121</b>