

**City of Port Colborne  
Special Committee of the Whole Meeting 05-18  
Minutes**

**Date:** March 6, 2018

**Time:** 5:32 p.m.

**Place:** Council Chambers, Municipal Offices, 66 Charlotte Street, Port Colborne

**Members Present:** R. Bodner, Councillor  
B. Butters, Councillor  
F. Danch, Councillor  
Y. Doucet, Councillor  
D. Elliott, Councillor  
J. Maloney, Mayor (presiding officer)  
J. Mayne, Councillor

A. Desmarais, Councillor (due to a prior commitment)  
B. Kenny, Councillor (due to a prior commitment)

**Staff Present:** D. Aquilina, Director of Planning and Development  
T. Cartwright, Fire Chief  
M. Graybiel, General Foreman Parks  
A. Grigg, Director of Community and Economic Development  
J. Huppunen, Manager of Engineering  
S. Luey, Chief Administrative Officer  
M. Minor, Marina Supervisor  
L. Nelson, Administrative Assistant to DCS (minutes)  
S. Shypowskyj, Manager of Project and Design  
S. Therrien, Director of Library Services  
P. Peyton, Superintendent  
S. Powell Baswick, Director/Curator, Port Colborne Historical and Marine Museum  
P. Senese, Director of Corporate Services (DCS)

Also in attendance were interested citizens.

**1. Call to Order:**

Mayor Maloney called the meeting to order.

**2. Introduction of Addendum Items:**

Nil.

**3. Confirmation of Agenda:**

Moved by Councillor R. Bodner  
Seconded by Councillor Y. Doucet

That the agenda dated March 6, 2018 be confirmed, as circulated.  
CARRIED.

**4. Disclosures of Interest:**

Nil.

**5. Presentation:****(a) Continuation of 2018 Draft Budget Deliberations  
Peter Senese, Director of Corporate Services**

The Director of Corporate Services presented an additional 2018 budget request memo dated February 7, 2018 from Mark Minor, Marina Supervisor, regarding staffing changes at Sugarloaf Marina. In addition, Council were provided an updated schedule for 2018 Budget Worksheet Summary and Capital Projects Summary. The draft 2018 budget is available on the City's website with the supplemental budget schedules.

The Director of Corporate Services provided a summary of the meeting of March 5, 2018 with a proposed tax levy increase of 5.33%, which includes a 1.25% capital budget increase and a 0.81% debenture increase for the Operations Centre. The Director also noted that the Region is reviewing their tax ratios and that the tax levy rate may increase once that revision is completed.

The Director reviewed the 2018 Operating Levy Summary with a 5.33% levy increase. Council agreed to move on to the 2018 Budget Worksheet Summary to review any additional staff requests which may affect the levy.

The Director proceeded to address the following items:

**Corporate Services – Capital Asset/Budget Supervisor**

That the amount of \$3,705 be deleted off of the levy and the \$80,000 be funded by the OCIF grant.

**Fire Dept – Summer Student**

That the amount of \$9,400 remain on the levy to be revisited.

**Engineering - Pavement Markings**

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That the pavement markings budget be increased by \$6,140 and remain on the levy.

**Engineering – Staff Development**

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That the amount of \$3,000 for OGRA training remain on the levy.

**Operations - Tree Trimming/Removal/Replacement**

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That the tree trimming budget be increased by \$20,000 and remain on the levy.

**Staff Direction:**

That the Superintendent be directed to report back on the process of the sale or disposal of the wood and City's liability.

**Operations - Stone Repairs on Roads and Shoulders**

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That the request for \$7,500 for Stone Repairs on Roads and Shoulders be revisited after more information and details are provided by staff.

**Staff Direction:**

That the Superintendent be directed to report back providing more details and information regarding stone repairs on roads and shoulders, such as liability and risks.

**Operations – Snow Ploughing Contractor Changes**

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That the snow ploughing budget be increased by \$5,133 and be applied to the levy.

**Operations – Sanding Contractor Changes**

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That the sanding budget be increased by \$9,312 and be applied to the levy.

**Operations – Building/Yard Materials**

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That the building/yard materials be increased by \$2,404 and be applied to the levy. Staff to provide a further explanation for the increase.

**Operations – Public Works Staff Development**

That the Public Works staff development costs of \$3,000 be applied to the levy.

**Parks Division – Temporary Summer Staff extended hours**

That the Parks Division request for temporary summer staff extended hours be reduced to \$5,850 for one staff extension of hours be applied to the levy.

**Parks Division – Temporary Winter Works Staff – Additional 10 weeks**

That the Parks Division request for temporary winter works staff, \$12,000 for additional 10 weeks be applied to the levy and to be revisited.

**Parks Division – East/West Trail**

That the Parks Division request for \$50,000 be revisited after further review by staff for any potential upper tier funding.

**Staff Direction:**

That the Director of Community and Economic Development be directed to report back regarding any potential upper tier funding for trails.

**Community and Economic Development – Vale Health and Wellness Centre Summer Camp Program**

That the Community and Economic Development request for \$4,300 for the Vale Health and Wellness Centre Summer Camp program be removed from levy.

**Community and Economic Development – Canal Days**

That the Community and Economic Development request for \$15,000 for Canal Days be applied to the levy for increased costs due to relocation of the concert area.

**Marina – One Seasonal Maintenance Staff**

That the Marina request for one seasonal maintenance staff for an increase in hours and extended weeks for \$14,600 be applied to the levy.

**Marina – Seasonal Administrative Staff**

That the Marina request for one seasonal administrative staff to replace one office student for \$11,725 be applied to the levy.

**Marina and Vale Health and Wellness Centre – Clerical/Customer Service ½ Staff**

That the request of \$9,324 for one clerical/customer service 1/2 staff for April to Sept 6 months, and October to March 6 months be applied to the levy for a customer service representative at Vale Health and Wellness Centre.

**Museum – Receptionist Increased Hours – 50 hours**

That the Museum deferred request from 2017 for an increased 50 hours for \$837 be applied to the levy.

**Museum – Archives Assistant**

That the request for \$1,037 for 50 additional hours be applied to the levy.

**Library – Additional 100 part time hours**

That the Library request for an additional 100 part time hours \$2,110 not be put on the levy, but be approved with a reallocation of such funds from the books budget and that additional funding be added from development charges for \$2,110.

**By-law Division – By-law Enforcement Summer Student**

That the By-law Division request for \$9,200 for a By-law Enforcement Summer Student be approved to be funded from parking revenues.

**By-law Division – School Crossing Guard Rover**

That the By-law Division request for \$15,725 for a School Crossing Guard Rover be removed and not applied to the levy.

**Physician Recruitment – Reserve Shortfall**

That the Physician Recruitment request for \$10,000 be applied to the levy.



# PORT COLBORNE

## AGENDA

- 1/ Base Budget review
- 2/ Levy Summary review
- 3/ Programs/Group/Services review
- 4/ Unfinanced Staff requests – Council Decisions
- 5/ Review of Operating tax increase

### Council Approval of Operating Budget

- 6/ Federal Gas Tax funding review
- 7/ Capital requests – Council Decisions
- 8/ Review of Reserves transfers

### Council Approval of Capital Budget

- 9/ Debt Reserves consolidation – Council approval
- 10/ Downtown CIP – Council confirmation of top priority waiting for grant funding
- 11/ Fire Capital requirements – staff direction required to prepare a funding plan and report back to Council



PORT COLBORNE

## MEMORANDUM

COMMUNITY & ECONOMIC DEVELOPMENT

905-835-2900 ext. 856

**TO:** Peter Senese, Director of Corporate Services

**FROM:** Mark Minor, Marina Supervisor

**DATE:** February 7, 2018

**RE:** Staffing Changes at Sugarloaf Marina – 2018 Budget Request

**Background:**

Sugarloaf Marina (the "Marina") is one of the five largest marinas in Ontario. The Marina is a destination for thousands of boaters each year, and is a preferred layover facility for hundreds of yachts transiting the Welland Canal. Many visitors make use of Port Colborne as a clearance point into Canada. These visitors generally stay a night in the City, purchase provisions, and often have vessel servicing needs that must be addressed prior to embarking. In addition, the Marina hosts a variety of City sponsored and privately sponsored events each year. In addition, Sugarloaf Marina is located at the southernmost terminus of the Welland Canal Trail. These and other factors have served to draw thousands of visitors to the Marina on an annual basis.

Numerous changes have taken place at the Marina over time. In 2013, lease agreement to manage the travel lift, boat handling and storage operations with a third party operator matured. Shortly after that time, following an unsuccessful Request for Proposal to solicit a P3 model to work with the municipality, a re-evaluation of the Marina business model was undertaken by staff. The approved business model provided direction to staff to implement total ownership of the Marina service operations and capture 100% of the revenue stream. At that time, existing staffing levels were maintained and existing staff were trained in the operation of the travel lift and all manner of boat handling services, including (launch and haul out services), movement and storage service.

Since that time, the Marina has grown from a 500-slip marina to a 700 plus-slip marina, and now also includes a fuel dock and an array of City-owned equipment, including a marine mobile lift, telehandler, and hydraulic trailer, which are used for the purpose of hauling out and launching boats. Also since that time, Marina revenue has increased as a result of various services such as an increased number of docks available for rent, fuel sales. In addition, boat storage, launch and haul-out services are also provided, which at one point, were provided by the third party operator.

In 2005, two full-time staff were responsible for managing Marina operations: a Marina Manager and an Assistant Marina Manager. At the time, Marina operations included over 500 slips, the boat launch ramp, the harbour master docks and a small retail store. Students were also hired during the summer months.

At Council's direction, staffing levels changed in 2014 to include one full-time Marina Supervisor, a seasonal Marina Coordinator, summer students, and two seasonal maintenance employees.

**YMCA – Request for Funding**

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That staff meet with the YMCA to further discuss and review their costs of programs and revenues to mitigate the budgeted deficit.

**Fort Erie Resolution – YWCA/Niagara Region**

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Moved by Councillor B. Butters  
Seconded by Councillor Y. Doucet

That the Fort Erie Resolution request for \$5,000 for Anti-Human Trafficking be referred to the Grant Committee.  
LOST.

**Welland Transit – Service Agreement Renewal April 1, 2018**

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The Director of Corporate Services suggested that the Welland Transit Service Agreement Renewal potential increase of \$44,250 for nine months be funded with \$22,000 on the levy and \$22,250 from reserve.

Councillor Bodner suggested raising of the rates to \$3.00 as of July 1<sup>st</sup> instead of September 1<sup>st</sup> for 2018.

**Staff Direction:**

That the Director of Corporate Services be directed to review the increase in the rate from \$2.75 to \$3.00 as of July 1, 2018.

The Director informed Council that the levy increase with the above additions is 6.69% with a blended tax increase of 2.44% or \$74 to the average residential property.

**6. Adjournment:**

Moved by Councillor F. Danch  
Seconded by Councillor Y. Doucet

That the Council meeting be adjourned at approximately 10:10 p.m.  
CARRIED.

PS/ln



As outlined above, Marina services have expanded, and now include operating over 700 slips, the boat launch ramp, the harbour master docks, an expanded retail store, the fuel dock, winter storage facilities, and a boat launch and haul out operation.

The expansion of services has been positive and successful, however increased seasonal slip rentals, as well as haul-out and storage services, and increased operational requirements has had a workload impact on the limited available staff resources.

The addition of a seasonal administrative support position was presented to Council for consideration during the 2017 budget deliberations. Council authorized the creation of the new position for a reduced number of hours.

**Request:**

Due to continued workload demands, and the amount of resources involved in recruiting, hiring and training a new staff member for three-month employment period, staff was directed to review and prepare a report concerning staffing levels for consideration during Council's 2018 budget deliberations. The following provides an overview of the requested staffing changes.

Staff is requesting to increase the hours of one Seasonal Maintenance employee from 24 hours to 40 hours due to the increased workloads, in addition to increasing the length of time by four weeks from 33 to 37 weeks for the shoulder seasons. The additional cost for this request amounts to \$14,600 as follows:

Current budgeted Wages:  $\$18.93/\text{hr} \times 24\text{hrs} \times 33\text{ weeks}$  plus statutory benefits (April 1 to November 15) = \$15,000 plus \$1,800 = 16,800.

Proposed Wages:  $\$18.93/\text{hr} \times 40\text{hrs} \times 37\text{ weeks}$  plus statutory benefits (March 19 to November 30) = \$28,000 plus \$3,400 = \$31,400.

Increased differential in cost amounts to \$14,600.

Staff is requesting to add a Seasonal Administrative employee to work in the office, and would eliminate one or three office students to work the front desk. This administrative staff will work the Front Desk in addition to the remaining two students during the summer hours. The additional cost for this request amounts to \$11,725 as follows:

Current Student Wages:  $\$14.75/\text{hr} \times 40\text{hrs} \times 18\text{ weeks}$  plus statutory benefits (Summer months) = \$10,620 plus \$1,300 = \$11,920.

Proposed Admin staff Wages:  $\$15.08/\text{hr} \times 40\text{hrs} \times 35\text{ weeks}$  plus statutory benefits (April 1 to November 30) = \$21,112 plus \$2,533 = \$23,645.

Increased differential in cost amounts to \$11,725.

Staff are requesting an additional amount of funding for \$26,325 to accommodate the above staffing requests for wages in the 2018 budget.

Sincerely,



Mark Minor  
Marina Supervisor

**CITY OF PORT COLBORNE  
2018 BUDGET WORKSHEET SUMMARY**

Mar 5 2018

2017 Levy	16,038,334	4.71%	\$ 16,562,737	3.27%
Staff PROPOSED LEVY			\$ 16,562,737	3.27%
CURRENT PROPOSED LEVY			\$ 16,892,737	5.33%

levy increase

Note-\$161,000 = 1% levy increase

	Cost	OMPF Funds	LEVY FUNDING	Reserve Funds	Other/ Grants	Defer Funding	Description
Available Funds for one time expenditures				\$ -		\$ -	
<b>UNFINANCED REQUESTS</b>							
Human Resources	Consultant	\$10,000	\$10,000				Employee Engagement Survey Follow Up - Phase 2
Human Resources	Coop Student	\$6,300	\$6,300				work term of 400 hours in fall/winter months
CAO	Corporate Accessibility Compliance	\$5,000		\$5,000			website audit/training/accessibility plan update-Accessibility reserve
CAO	Live Streaming Council Meetings	\$3,000	\$3,000				pilot project
CAO	Performance Mgmt Training	\$11,000		\$11,000			Performance Appraisals
CAO	Coaching and Training	\$24,500	\$24,500				
CAO	CUPE Job Evaluation	\$30,000	\$30,000				review for internal/pay equity and market rates
Health & Safety	Bill 168 Workplace Risk Assessments	\$10,000	\$5,000	\$5,000			assessments of 2 locations annually-health & safety reserve
Health & Safety	Working Mind Training Courses	\$11,225	\$11,225				24 managers and 72 staff attendees
Corp Services-Clerks Divisi	Records Mgmt & Retention System	\$80,000		\$80,000			phased in over 2016/2017 for 2018/2019 implementation
Corp Services-Finance Divi:	Asset Management	\$48,750		\$25,000	\$ 23,750	In Levy	Provide and update Comprehensive AMP
Corp Services-Finance Divi:	Capital Asset/Budget Supervisor-sal & ber	\$83,705	\$3,705		\$ 80,000	OCIF grant	2018/2019 initiative to implement and manage AMP with capital budgeting
							Available funding from OCIF max \$80,000
Fire Dept	Fire Safety Initiative	\$20,000	\$20,000				Smoke and Carbon Monoxide Alarm Program
Fire Dept	Summer Student	\$9,400		\$9,400			16 weeks
Engineering	Pavement Marking	\$6,140		\$6,140			increase current budget from \$43,860 - two markings Spring and Fall
Engineering	Facility Maintenance Study	\$75,500		\$75,500			OMPF 2015
Engineering	OGRA Training Courses	\$3,000		\$3,000			increase staff development to \$5,000
Engineering	Renewable Passive Energy Generation	\$15,000	\$15,000				consultant required to investigate feasibility of installing at Operations Centre
Operations	Tree Trimming/Removal/Replacement	\$20,000	\$20,000				increase current budget from \$130,000 to \$150,000
Operations	Tree Trimming Equip Rental	\$9,600		\$9,600			8 week rental-tractor with arm mower-cut on rural and clay roads
Operations	Inventory & Asset Tracking Software	\$22,000			\$22,000	FCM grant	
Operations	WorkOrders & Equip Maint Software	\$60,000			\$10,000	FCM grant	annual maintenance fee \$7500
					\$50,000	OCIF grant	
Operations	Stone Repairs on roads and shoulders	\$7,500	\$7,500				increase from \$32,500 for shouldering and stone road repairs in rural area
Operations	Snow Ploughing Equipment Rental	\$54,000		\$54,000			rent 2 loaders for one snow route-city operator
Operations	Snow Poughing Contractor Changes	\$5,133		\$5,133			increase to \$37,000 - 5 yr agreement (100 hr/season min guarantee)
Operations	Sanding Contractor Changes	\$9,312		\$9,312			increase to \$30,000 - 5 yr agreement (100 hr/season min guarantee)
Operations	Building/Yard Materials	\$2,404		\$2,404			increase to \$9,000 - addl costs on move to new Operations Centre
Operations	Public Works Staff Development	\$3,000	\$3,000				Municipal Equip Operator Assoc Technology events
Operations	Drainage Works-City portion of costs	\$110,586	\$100,586			\$10,000	Zavitz Drain/Sherkston North and East & West Trail Branch Drains
Operations	Drainage Works-City portion of costs	\$90,093				\$90,093	Young and Hopf-Wagner Drains-2019 construction

**CITY OF PORT COLBORNE  
2018 BUDGET WORKSHEET SUMMARY**

Mar 5 2018

Staff PROPOSED LEVY	2017 Levy	16,038,334	4.71%	\$ 16,562,737	3.27%			
CURRENT PROPOSED LEVY				\$ 16,892,737	5.33%			levy increase
Note-\$161,000 = 1% levy increase								
		Cost	OMPF Funds	LEVY FUNDING	Reserve Funds	Other/ Grants	Defer Funding	Description
Parks Division	Temp Summer Staff extended weeks	\$17,550		\$17,550				3 staff extended from 19 to 24 weeks similar to other 3 staff
Parks Division	Temp Winter Works - Addl 10 weeks	\$12,000		\$12,000				20 week term during winter months 1/2 levied 2017, 1/2 2018 budget
Parks Division	East/West Trail	\$100,000	\$50,000	\$50,000				tree removal/planting/asphalt/signage/painting/culvert barriers
Community Services	VHWC - Summer Camp Program	\$24,800		\$4,300		\$20,500		potential grant for \$20,500
Community Services	Grant Application-Celebrate Ontario 2018	\$10,000	\$10,000					Canal Days Grant consultant wrote grant
Community Services	Canal Days Sponsorship Program	\$20,000	\$20,000					40th Annual sponsor engagement
Community Services	Parks&Recreation Master Plan	\$70,000			\$70,000			OMPF 2015
Communications & Marketin	Social Media Monitoring Program	\$4,320	\$4,320					Shared program with 5 Cities
Community Services	Canal Days	\$40,000	\$40,000					increase entertainment for 40th Annual
Community Services	Canal Days	???						increased costs due to relocation of concert area
Community Services	Berkley Cdn Fishing Championship	\$25,000	\$25,000					as approved by Council
Community Services	Niag Healthy Kids Community Challenge	\$1,000	\$1,000					as approved by Council
Community Services	Canada Day Celebrations	\$15,000	\$10,000			\$5,000		Sponsorship
Marina	One Seasonal Maintenance staff	\$14,600		???				increase 24 to 40 hrs and additional 4 weeks
Marina	Seasonal Administrative staff	\$11,725		???				reduce one student and add a seasonal admin for 35 weeks
Marina	Clerical/Customer Service - 1/2 staff	\$4,662		\$4,662				Apr to Sept-6 months part time 24 hrs per week -600 hrs
Vale Health & Wellness Cen	Customer Service Rep - 1/2 staff	\$4,662		\$4,662				Oct to March-6 months part time 24 hrs/week - 600 hrs after hours
Museum	Receptionist increased hours-50 hours	\$837		\$837				increased hrs from 750 to 800 for admin/customer service-deferred 2017
Museum	Archives Assistant	\$1,037		\$1,037				new in 2017 @ 210 hrs - request addl 50 hrs for year round service
Library	additional 100 part time hours	\$2,110		\$2,110				current budget at 2100 part time hours
Economic Development	New Corporate and Tourism Branding	\$10,000			\$10,000			branding and design work
Economic Development	Industrial Land clearing	\$60,000			\$60,000			Invertose Drive 23 acres cleared over 3 years-\$20,000/year (3rd of 3 years)
Economic Development	Active Transportation Needs Assessment	\$10,000			\$10,000			study transportation network including bike friendly community designation
By-law Division	Bylaw Enforcement Summer Student	\$9,200		\$9,200				assist with increased complaints, monitor beach parking, canal days etc
By-law Division	School Crossing Guard Rover	\$15,725		\$15,725				conduct daily visits and breaks to all crossing guards
Building Division	New Inspection Software and Hardware	\$46,500			\$46,500			MobilINSPECT provides handheld technology for field inspections/reporting
Physician Recruitment	reserve shortfall	\$10,000		\$10,000				Comm recommends \$10,000 annually
Physician Recruitment	future recruitment	\$35,000	\$35,000					Comm recommends to support potential new physician for 2018
YMCA	Request additional funding	\$22,118	\$19,369		\$2,749			see memo re:50% of budgeted deficit
Fort Erie Resolution	YWCA/Niagara Region - \$5,000	???						Anti-Human Trafficking Program
Welland Transit	Service Agreement Renewal Apr 1 2018	???						Potential Increase in cost - \$59,000
				-\$201,677				
New Operations Centre	Debenture	\$130,000		\$130,000				\$390,000 spread over 3 years 2017, 2018, 2019
Annual Capital Levy	Future Capital Amortization	\$200,000		\$200,000				
Total Expenditures		\$1,773,994	\$440,300	\$330,000	\$464,349	\$211,250	\$100,093	
TOTAL LEVY				\$ 16,892,737	5.33%			levy increase

**CITY OF PORT COLBORNE  
2018 BUDGET  
FUNDING CAPITAL AMORTIZATION  
FUNDS TRANSFERRED TO CAPITAL PROJECTS**

Additional Allocation of Budgeted Capital Funds	2017 budget	2018 Est Cost	Capital Levy Funds	Reserve Funds	Grant Funds	Defer Funding
<b>Capital Replacement Requests</b>						
sidewalk Replacements	95,000	100,000	100,000			
Road Resurfacing Program	1,030,000	1,130,810	379,055		751,755	Fed Gas Tax \$622,000 OCIF \$129,755
Road Resurfacing Program	(634,592)					
Road Resurfacing Program	34,566	34,567	34,567			debenture cost for roads
Traffic Signals		10,000	4,000		6,000	Main St Revitalization Initiative Fund
Pedestrian Crossing		45,000			45,000	Main St Revitalization Initiative Fund
Vehicles and Equipment	272,750	335,000	335,000			
Museum	6,000	6,000	6,000			funding year 3 of 4 years
Museum	10,000	10,000	10,000			museum lump sum \$15,000 each year
Museum	10,000	10,000	10,000			Year 3 - \$10,000/yr for 3 yrs plus Fundraising over 5 years
Museum		25,000	10,000		15,000	
Museum		10,000	10,000			
Museum/Library		15,000		15,000		Security for the grounds-\$5,000/Library res/\$7,000 cultural res
Library	35,000	35,000	35,000			per library capital budget
Library		15,000	15,000			
	59,200	60,400	60,400			
		3,000	3,000			
		2,000	2,000			Secure access to the IT servers and equipment
		3,500		3,500		
		5,000	5,000			
		3,000	3,000			
Communications & Marketing		5,150	5,150			SCALA Systems Software
Corporate Services	155,000	23,700	23,700			Virtual City Hall - Citizen Self-Service Suite
Community & Econ Development		7,500	7,500			1st year of 4 yr commitment to Sport Tourism Capital Reserve - \$30,000
Roselawn Centre		47,680		47,680		AGCO required for licensed venue-match current heritage fencing
Facility Maintenance	100,000	100,000	100,000			
Facility Maintenance		11,285	11,285			
Facility Maintenance		31,200		31,200		pending roof tender
Facility Maintenance		24,500	24,500			siding complete/skirting replaced/deck structure and boards replaced
Facility Maintenance	17,400	17,400		17,400		replace south side large older pavilion roof - metal roof
Facility Maintenance	16,500	16,500		16,500		replace old band shell roof with original cedar shingles
Facility Maintenance	15,000	30,000		30,000		fund over two years 2016 and 2017 (requires assessment)
Facility Maintenance		23,000		23,000		replace 400 watt metal halide to beacon LED-energy/maint savings
Facility Maintenance		50,000	25,000		25,000	change all T5 light tubes to LED light tubes-payback in 6 months
Facility Maintenance		21,535	21,535			
Facility Maintenance		5,000	5,000			electrical surges have damaged electronic equipment
Facility Maintenance		25,000	25,000			City Hall, Marina, Bethel & Sherston Community Centres
Facility Maintenance		12,000		12,000		new flashing-leaking into the attic
Facility Maintenance		22,000		22,000		Roof Repairs-front upper metal roof in poor condition-replace with shingles
Facility Maintenance		25,000		25,000		Roof Repairs-lower full roof replacement on south side
Facility Maintenance		4,000		4,000		AODA Compliance for accessibility and security
Engineering		5,400	5,400			
Engineering		5,000	5,000			
Engineering		7,000	7,000			security cameras & installation \$4,000 / enclosure roof \$3,000
Engineering/Parks	96,500	193,000		96,500	96,500	upgrade/refurbish existing network of trails as approved by Council

**CITY OF PORT COLBORNE  
2018 BUDGET  
FUNDING CAPITAL AMORTIZATION  
FUNDS TRANSFERRED TO CAPITAL PROJECTS**

	2017 budget	2018 Est Cost	Capital Levy Funds	Reserve Funds	Grant Funds	Defer Funding	
Additional Allocation of Budgeted Capital Funds							
Parks new solar park lighting (funding Parks reserve)		45,000		45,000			9,000 each for 5 parks-2 in 2013-1 in 2014/2015/2016
Parks Emergency Park signs		2,500	2,500				bilingual emergency park signs and installation
Parks Sunset Park		75,000	75,000				playground replacement
Parks HH Knoll Park		15,000	15,000				replace wooden retaining wall with block/replace wooden stairs
Parks Rose Shymanski Park	73,200	73,200		73,200			playground replacement
Parks HH Knoll Park - Asphalt Pathways	28,000	28,000		28,000			\$19,500 east/west hilltop path & \$8,500 north/south west side path
Park Sports Field Bleachers	10,350	28,550		28,550			Vimy Complex \$6,200 -2016 / Lannan complex \$10,350 -2017
ennis Courts		60,000		60,000			Fund from Facility Reserve
lickel beach Accessible & Portable Matting - \$18,000			???				provides access for wheelchairs/strollers/pedestrians
lickel beach Mobile Beach Wheelchairs		15,000	15,000				\$3,000 each x 5 wheelchairs
lickel beach Water Supply and Washroom Upgrades		50,000	50,000				Future Washroom/Changeroom Upgrades to reserve
arina Fire Extinguisher Cabinets for docks		2,660	2,660				existing extinguishers are not enclosed
arina Lighting to Picnic Dock on East Main		3,500	3,500				install feeder cable/plugs/lighting/switch
arina Hydro Pedestals	12,000	15,000	15,000				replace old pedestals - 10 units @ \$1,500
arina Chains and Anchors on Docks 1 to 6		65,000	65,000				inspect and replace
arina Fencing-600 feet 8ft height		11,600	11,600				additional storage area in parking lot
arina Walkway Lights along West Main Run	12,000	12,000		12,000			replace walkway lights with LED energy efficient lighting
arina Boat Launch Ramp		15,000		15,000			Concrete required between the ramps existing concrete slabs
arina Canoe/Kayak Racks		4,500		4,500			expanding services as source of revenue
arina Dredging of marina area		300,000	100,000	200,000			includes \$50,000 in 2018 budget
ale Health&Wellness centre Sports Wall of Fame		2,500	2,500				seed money to update/enhance plaques
ale Health&Wellness centre 2 - 70" monitors for promotion and tournament stats		10,000			10,000		donation from Golden Puck Hockey over 2 years
ale Health&Wellness centre Security Cameras		9,600		9,600			4 new security cameras for areas of high risk not monitored
ale Health&Wellness centre Rink 1 Removable Stairs		23,000	23,000				to accommodate rec programming in summer months
erkston Community Centre unfunded renovations	5,000	5,000	5,000				funding year 3 of 4 years
ity Hall replace portions of carpeting	10,000	10,000	10,000				
ity Hall Generator automatic transfer switch upgrade	44,000	44,000		44,000			see memo for explanation
ire Dept bunker gear replacement	20,000	11,000	11,000				replace 5 sets @ \$2,200 each
ire Dept Annual Fire Equipment	10,000	25,000	25,000				replace fire and safety equipment
ire Dept Fire Fighting Helmets		8,000	8,000				replace 10 helmets @ \$800 each
ire Dept Fire Computer Program Software		12,000	12,000				includes annual maintenance fee
ire Dept Hose and Nozzle Replacements		20,000	20,000				Hose \$15,000 Nozzles \$5,000
ire Dept Fire Station Upgrades		14,000	14,000				carpets/painting/appliances/dorms/chairs/tables
ire Dept Communication Upgrades	20,000	35,000		35,000			communication radio equipment upgrades
ire Dept Major Capital Expenditures Report 2017-142		1,310,000				1,310,000	Use of maturing debenture payments-\$307,000 available 2019
agara Central Airport Share of Repairs to Runways and Taxiways		32,870		32,870			Reserve Fund - \$45,000
ouncil Downtown CIP		???					Waiting for Grant Opportunity

**CITY OF PORT COLBORNE  
2018 BUDGET  
FUNDING CAPITAL AMORTIZATION  
FUNDS TRANSFERRED TO CAPITAL PROJECTS**

	2017 budget	2018 Est Cost	Capital Levy Funds	Reserve Funds	Grant Funds	Defer Funding
Additional Allocation of Budgeted Capital Funds						
ehicles and Equipment	27,250					
ehicles and Equipment	35,000					
	7,000					
orporate Services	5,000					completed 2017
orporate Services	8,836					purchased 2017
arina	9,000					completed 2017
arina	10,000					replace 5 canopies @ \$2,000/picnic dock - 10 years old
arina	20,000					add 4 Outdoor Access Points for better signal to entire docks
arina	10,000					replace for restaurant dining side-13 yrs old require heat exchanger
arina	17,500					replace old pump out requiring ongoing repairs with larger capacity
arina		27,000			27,000	secure winter storage for equipment currently stored in open area
arina		16,000			16,000	requires investigation of costing and grants
arina		10,000			10,000	Funding from Conservation Club - 30'x6' section
ublic Works	8,000					for new sign installs and safety issues as per Council direction
ublic Works	15,500					32 lateral file cabinets for relocated files and storage
ublic Works	76,000					Sand Blast Unit \$4,000 & 6 Portable Hoist Units \$72,000
ire Dept	4,000					upgrade and replace 6 pagers
ire Dept	8,000					new larger lockers required for clothing/equipment separation
ire Dept	8,000					storage and transportation of decontamination equipment
ire Dept	30,000					completed 2017
nimal Shelter	2,500					completed 2017
MPF Funds	(124,200)					
apital Reserve						
<b>Total Budgeted Capital Funds</b>	<b><u>1,740,260</u></b>					
		<b><u>5,017,607</u></b>	<b>1,773,852</b>	<b><u>931,500</u></b>	<b>949,255</b>	<b>1,363,000</b>
Future Capital Amortization			(200,000)			
Funds Available in Library capital levy			(35,000)			
Funds Available in capital levy			<u>(1,705,260)</u>			
(Unallocated capital funding)			<u>(166,408)</u>			

NOTE: Amortization for the City's operations capital assets amounts to \$4,151,470 of which the City levys \$1,940,260 plus OCIF Funds of \$129,755 and allocates Federal Gas Tax funds of \$622,000. The total allocation for capital amounts to \$2,692,015 with a shortfall in covering capital amortization in the amount of \$1,459,455.