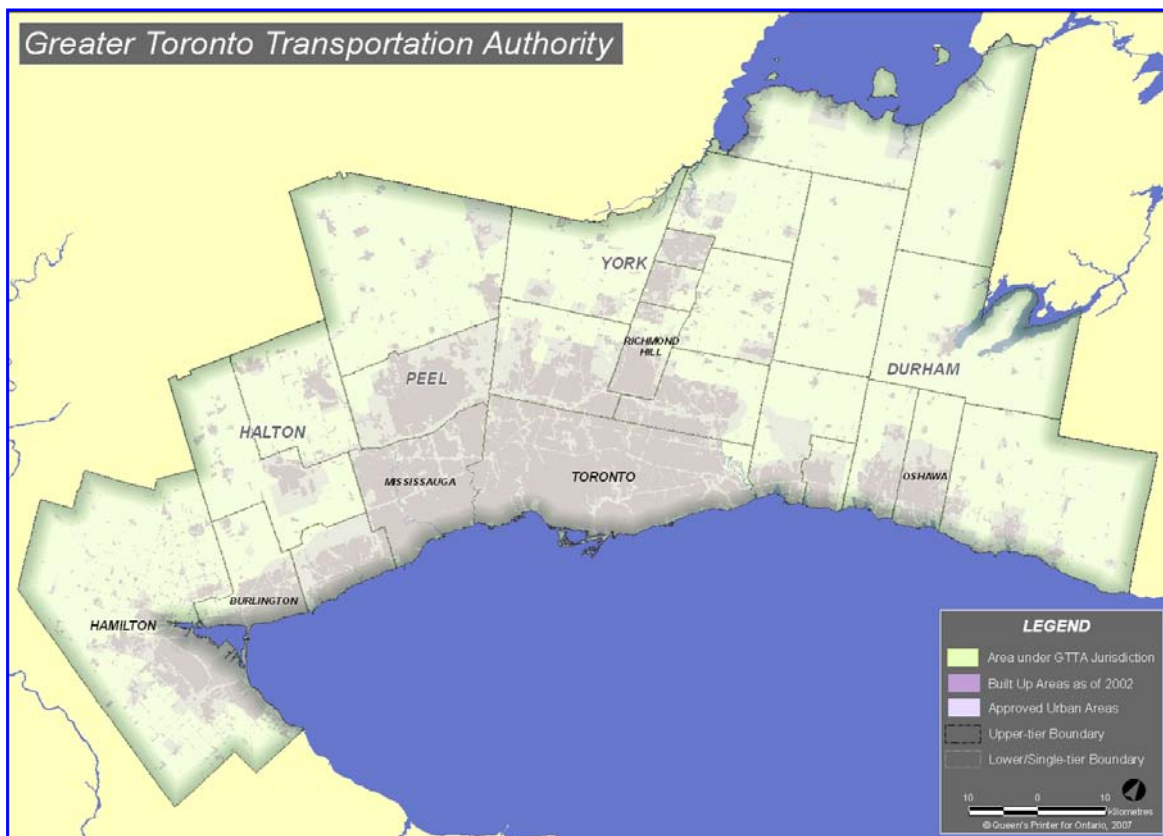


# Schedule A

## Metrolinx (Legally known as Greater Toronto Transportation Authority (GTTA))

### Proposed 2008/09 Budget



May 23, 2008

# Proposed 2008/09 Budget

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## **Note**

At the October Board meeting the Board directed staff to work with the Ministry of Transportation to complete the necessary templates and follow the mandatory timelines established by the 2008/09 provincial budget process. Further, staff were directed to return to the Audit Committee prior to seeking Board approval for the 2008/09 budget.

This is the first report to the Audit Committee on the proposed 2008/09 Budget.

This report reflects the submission to the Ministry of Transportation for consideration.

## **HIGHLIGHTS OF PROPOSED 2008/09 OPERATING BUDGET**

### **Total Operating Budget**

Allocation: \$14,700.4K

*Please see the following for further detail.*

### **Salaries**

Allocation: \$6,094.1K

- Includes Salaries and Wages for Permanent, Transition and Contract Staff, Smart Commute Salaries and Wages, Per Diems for Non-Municipal Board Members, Employee Benefit Costs, Employer Tax and WSIB.

### **Corporate Administration**

Allocation: \$1,241.9K

- Includes GO Transit Administrative Support Services (cost recovery), Facility Costs (such as rent, property taxes, operating costs, security system and parking), Leasehold Improvements, Directors & Officers Insurance, Liability Insurance, and Consultants (Organizational Design, Strategic Planning, Recruitment Services, Executive Search Services and Pension Consultation)

### **Legislative Requirements**

Allocation: \$5,720.2K

- Includes Transportation Consultants, Communication Products and Services, Public Meetings, Smart Commute, Investment Development Strategy, Benefits Case, Advisory Committees, External Legal Services, Consultant Assignments (for Performance Measures, Auditing and Annual Report) and Development of an Emergency/Security Plan for Transit.

### **Communications/Marketing**

Allocation: \$ 620.0K

- Includes Strategic Communications Planning and Events Management, Market Research, Strategic Communications Advice, Speech Writers, Translation Services and Media Services.

**Consulting Services – IT**

Allocation: \$ 152.5K

- Includes Consultants for development of Web Portal and ITS Vision for Metrolinx.

**Travel, Expenses & Staff Development**

Allocation: \$ 502.5K

- Includes Employee travel expenses, Meeting and Board Member expenses, Corporate travel and conferences, Board Member's expenses and Professional Development

**Grants**

Allocation: \$ 30.0K

- For Funded Research

**Professional & Corporate Memberships**

Allocation: \$ 20.0K

- Includes APTA, IPAC, CUTA, IABC, GTTC, OPTA, Business Women's Network and TAC.

**Office Supplies & Equipment**

Allocation: \$ 319.2K

- Includes office supplies, computers, phones and blackberries.

**Metrolinx**  
**Legally known as Greater Toronto Transportation Authority (GTTA)**  
**2008/09 Proposed Operating Budget**

Account	Budget (\$Thousands)	Projected Year-End Expenditure	Variance
<b>Salaries</b> • Salaries & Wages for permanent, transition and contract staff, Smart Commute S&W costs, Per Diems for Non-Municipal Board Members, and Employee Benefits, Employer Tax and WSIB	6,094.1	6,094.1	0.0
<b>Corporate Administration</b> • GO Transit Administrative Support Services (\$150K); Rent, Property Taxes, Operating & Parking (\$452K); Facility Leasehold Improvements and Furniture (\$280K); Facility Costs including security access system, maintenance, etc. (\$181K); Consultants for Organizational Design, Strategic Planning, Recruitment Services, Pension Advice (\$150K); Liability Insurance & Travel Insurance (20K), and Director & Officers Insurance (\$8K)	1,241.9	1,241.9	0.0
<b>Legislative Requirements</b> Transportation Consultants (500K); Communication Products & Services (\$1,349.K); Public Meetings (250K); Advisory Committees (36K); Smart Commute (1,820K); Investment Development Strategy (500K); Benefits Case (500K); External Legal Services (500K); Consultant Assignments for Performance Measures, Auditor, Annual Report (\$130K); Develop emergency/security plan for transit, mock exercises (\$135K)	5,720.2	5,720.2	0.0
<b>Communications/Marketing</b> • Market Research (\$100K); Communications Advice, Support, Translation Services and Media Services (\$520K)	620.0	620.0	0.0
<b>Consulting Services - IT</b> • Consultants for development of Web Portal (\$127K); and ITS Vision for GTTA (\$25K)	152.5	152.5	0.0
<b>Travel, Expenses &amp; Professional Development</b> • Employee expenses (\$28K); Meeting and Board Member Expenses (\$139K); Corporate travel and conferences (\$185K); and Professional Development (\$150K)	502.5	502.5	0.0
<b>Grants</b> • Funded Research	30.0	30.0	0.0
<b>Professional &amp; Corporate Memberships</b> • Includes APTA, IPAC, CUTA, GTTC, OPTA, Business Women's Network, TAC, Pragma, etc.	20.0	20.0	0.0
<b>Office Supplies &amp; Equipment</b> • Office supplies (\$135K); Computers, phones & blackberries (\$184K)	319.2	319.2	0.0
<b>Total:</b>	<b>14,700.4</b>	<b>14,700.4</b>	<b>0.0</b>

<b>Metrolinx</b> <b>Legally known as Greater Toronto Transportation Authority (GTTA)</b> <b>2008/09 Proposed Operating Budget Comparative to 2007/08</b>				
<b>Account</b>	<b>2008/09 Budget (\$Thousands)</b>	<b>2007/08 Actual (\$Thousands)</b>	<b>2007/08 Vs 2008/09 Variance</b>	<b>Comments</b>
<b>Salaries</b> • Salaries & Wages for permanent, transition and contract staff, Smart Commute S&W costs, Per Diems for Non-Municipal Board Members, and Employee Benefits, Employer Tax and WSIB	6,094.1	2,479.2	3,614.8	Assumes full complement of 47 FTEs' effective 1st April versus 2007/08 staggered hiring of 31 FTEs'
<b>Corporate Administration</b> • GO Transit Administrative Support Services (\$150K); Rent, Property Taxes, Operating & Parking (\$452K); Facility Leasehold Improvements and Furniture (\$280K); Facility Costs including security access system, maintenance, etc. (\$181K); Consultants for Organizational Design, Strategic Planning, Recruitment Services, Pension Advice (\$150K); Liability Insurance & Travel Insurance (20K), and Director & Officers Insurance (\$8K)	1,241.9	1,506.3	(264.4)	Decrease due to start up costs for Leasehold improvements, Furniture, Computer hardware.(506K) Increase in Facility cost 181K
<b>Legislative Requirements Transportation Plan Process- 2007/08 External Legal Services- 2007/08 Strategic Initiatives and Investments- 2007/08</b>	5,720.2	3.7 1,378.9 38.1 54.0	4,245.5	(1) Increase due to communications services for stakeholder consultation (2) Increase for Smart Commute - due to full year cost versus 2007/08 costs incurred only in the 4th quarter (3) Increase in External legal costs due to potential AFP projects (4) Benefits case for AFP & Investment Strategy Consultants.
Transportation Consultants (500K); Communication Products & Services (\$1,349.K); Public Meetings (250K); Advisory Committees (36K); Smart Commute (1,820K); Investment Development Strategy (500K); Benefits Case (500K); External Legal Services (500K); Consultant Assignments for Performance Measures, Auditor, Annual Report (\$130K); Develop emergency/security plan for transit, mock exercises (\$135K)				
<b>Communications/Marketing</b> • Market Research (\$100K); Communications Advice, Support, Translation Services and Media Services (\$520K)	620.0	467.8	152.2	Increase in Media services, translation costs and document production for RTP & Smart Commute 344K Decrease in Market Research (167K) .
<b>Consulting Services - IT</b> • Consultants for development of Web Portal (\$127K); and ITS Vision for GTTA (\$25K)	152.5	162.8	(10.2)	
<b>Travel, Expenses &amp; Professional Development</b> • Employee expenses (\$28K); Meeting and Board Member Expenses (\$139K), Corporate travel and conferences (\$185K); and Professional Development (\$150K)	502.5	177.4	325.1	Increase to match full complement of FTEs'
<b>Grants</b> • Funded Research	30.0	40.0	(10.0)	
<b>Professional &amp; Corporate Memberships</b> • Includes APTA, IPAC, CUTA, GTTC, OPTA, Business Women's Network, TAC, Pragma, etc.	20.0	31.2	(11.2)	
<b>Office Supplies &amp; Equipment</b> • Office supplies (\$135K); Computers, phones & blackberries (\$184K)	319.2	87.9	231.3	Increase to match full complement of FTEs'
<b>Bikelinx Program</b>	0.0	5,000.0	(5,000.0)	One Time year end funding from the province in 2007/08
<b>Total:</b>	<b>14,700.4</b>	<b>11,427.2</b>	<b>3,273.2</b>	