

**TRANSLINK BOARD OF DIRECTORS
PUBLIC BOARD MEETING**

MINUTES

March 29, 2018

Minutes of the South Coast British Columbia Transportation Authority (TransLink) Board of Directors Public Board Meeting held on March 29, 2018 at 10:00 am in the 4th Floor Boardroom, 400 – 287 Nelson’s Court, New Westminster, BC.

PRESENT:

DIRECTORS

Lorraine Cunningham, Board Chair
Janet Austin
Larry Beasley
Jim Chu
Sarah Clark
Mayor Derek Corrigan
Murray Dinwoodie
Anne Giardini, O.C., Q.C.
Tony Gugliotta
Karen Horcher
Mayor Richard Walton

MANAGEMENT and CORPORATE SECRETARY

Kevin Desmond, Chief Executive Officer
Gigi Chen-Kuo, General Counsel and Corporate Secretary
Frances Corlett, Assistant Corporate Secretary

1. PRELIMINARY MATTERS

1.1 Call to Order

Lorraine Cunningham, Board Chair called the meeting to order at 10:05 am.

1.2 Opening Remarks

Lorraine Cunningham welcomed everyone to the TransLink Board of Directors meeting, including those livestreaming online. Ms. Cunningham welcomed Mayor Derek Corrigan, Mayor Richard Walton, and Karen Horcher to the 2018 Board of Directors. Ms. Cunningham also noted that this was Janet Austin’s last Board meeting, as she will be assuming the role of Lieutenant Governor of British Columbia.

Janet Austin expressed excitement for her new role as Lieutenant Governor. Ms. Austin acknowledged the excellent leadership of Board Chair Lorraine Cunningham and TransLink CEO Kevin Desmond, and said it has been an honour to serve on the TransLink Board of Directors.

1.3 Adoption of the Agenda

It was MOVED and SECONDED

That the Board of Directors:

- Agrees to consider item 5.4 following item 3.4; and
- Adopts the agenda for the March 29, 2018 Board meeting, as amended.

CARRIED

1.4 Adoption of the Minutes

It was MOVED and SECONDED

That the Board of Directors adopts the minutes of the December 14, 2017 Board meeting, as presented.

CARRIED

2. PUBLIC DELEGATIONS

2.1 Consent Agenda

The Board received a report on responses to topics raised by public delegations at the TransLink Board of Directors meeting of December 14, 2017, for information.

2.1.1 Response to Public Delegations

2.2 Public Delegations

The Board heard from members of the public who had registered in advance as delegations.

Geraldine Jordan

Ms. Jordan, a resident of Langley BC, addressed the Board regarding the proposed 216 Street and Highway 1 interchange in north Langley. Ms. Jordan stated that Langley residents living in proximity to 216 Street will be at risk of increased pollution, noise and safety hazards due to the predicted large volume of commercial truck traffic. Ms. Jordan presented the Board with a petition signed by over 1700 residents stating that 216 Street, south of 88 Avenue to Highway 1, be restricted to local commercial traffic only.

Indrani Margolin

Ms. Margolin, a faculty member at the University of Northern BC, accompanied by a student representative, asked for UNBC to be included in the TransLink U-Pass program. Ms. Margolin stated the current cost of transit to students is \$60 to \$120 per month. Ms. Margolin stated she was of the understanding that the next opportunity for program expansion will be April 2018.

Roderick Louis

Mr. Louis, a White Rock resident, stated that the request for approval of the White Rock Trolley service as an Independent Transit Service should be denied on the basis that the buses are not wheelchair accessible. Mr. Louis also commented on a lack of wayfinding maps or signs to indicate biking, walking and transit routes in White Rock. Mr. Louis asked

TransLink and White Rock to create a taskforce to access and identify a low floor accessible service along the White Rock waterfront.

Albert Melenius

Mr. Melenius remarked that Tracey Maynard, another registered delegate, was unable to attend the meeting. Mr. Melenius stated that the current transit fare review should consider fare capping and provide bus passes to low income individuals to support job searches and reduce the cost of independent living.

3. EXECUTIVE REPORTS

3.1 CEO Report

Kevin Desmond, Chief Executive Officer, provided an update, including:

- Commitments from senior governments which will unlock \$7 billion in transportation investments;
- Ridership increase of 5.8% at February, 2018, and record ridership growth in 2017 fueled by the Evergreen Line expansion, past bus expansion, strong economy in the region, and high gas prices;
- The Province assuming responsibility for the new Pattullo Bridge project, including demolition of the existing bridge once the new bridge is completed;
- Successful double-decker bus pilot, with buses providing additional capacity and improved ridership in the suburbs; and
- Launch of card cash campaign, as riders will soon be able to use credit cards and mobile phones on the TransLink system.

Kevin Desmond thanked Janet Austin for her contribution to the TransLink Board of Directors.

3.2 BC Rapid Transit Company (BCRTC)

Richard Sykes, Vice President Engineering and Maintenance, provided a BCRTC update on behalf of Vivienne King, President and General Manager, including:

- Performance targets for Expo and Millennium Line SkyTrains were met or exceeded in 2017;
- Statistics regarding SkyTrain service delays during last quarter;
- Focus on safety and our people with internal staff safety campaign;
- State of good repair with maintenance initiatives and projects;
- Mobilize the Mayors' Vision by procuring, building, testing and commissioning new Mark III trains; and
- Improve customer experience and public support.

3.3 Coast Mountain Bus Company (CMBC)

Haydn Acheson, President and General Manager, provided an update on CMBC operations, including:

- Plan to proceed with purchase of 32 double-decker buses;
- Transition to First Canada for operation of HandyDART on July 1, 2018;

- Richmond Transit Centre lighting retrofits resulting in a 29% reduction in electricity consumption; and
- Successful completion of WorkSafeBC Certificate of Recognition audit.

3.4 Transit Police

Doug LePard, Chief Officer, provided a Transit Police update, including:

- Restructuring of General Investigation Unit;
- Description of an investigation regarding concerns on West Coast Express in January which led to arrest by Transit Police and a confession;
- Two tabletop exercises for emergency preparation;
- Decrease in rate of crimes against persons;
- Increase in solve rate for sex offending in 2016 and 2017; and
- Significant increase in Crown Counsel Charge approval rate from 2016 to 2017.

PLANNING AND STAKEHOLDER RELATIONS COMMITTEE

5.4 Update on Phase Two of Mayors' 10-Year Vision

Geoff Cross, Vice President Transportation Planning and Policy, provided a verbal update on Phase Two of the Mayors' 10-Year Vision, including the following highlights:

- By 2022, 7 of 12 planned B-Line bus routes will be in place;
- Federal and provincial government will provide significant capital contributions;
- Regional sources of income will come from transit fares, parking sales tax, property taxes, Development Cost Charges on new developments, and transit related commercial opportunities; and
- Public consultation for Phase Two Investment Plan will launch on April 30 and will include open houses, consultation at public events, a public survey, and an external research survey.

4. FINANCE AND AUDIT COMMITTEE REPORTS

4.1 Finance and Audit Committee Chair Report

Tony Gugliotta, Finance and Audit Committee Chair, reported on the highlights of the Committee's meeting held on March 19, 2018, including:

- Update on the escalator program, which will result in 37 escalators in 14 stations being replaced within 5 years;
- Review of Committee Terms of Reference;
- Information technology update, including a discussion on cyber security;
- Safety and emergency management steering committee initiatives;
- External Audit report;
- Real Estate update, with focus on property acquisition for major transit projects;
- Opportunity for TransLink to issue a green bond through the transit sustainability program; and
- Review of 2018 Enterprise Risk Management program.

Consent Agenda

The following item contained in the consent agenda was approved and adopted:

4.1.1 2017 Statutory Annual Report

It was MOVED and SECONDED

That the TransLink Board of Directors:

- A. Approves the 2017 annual report mandated by the *South Coast British Columbia Transportation Authority Act*, as present in Appendix A to the report; and
- B. Authorizes the release of the 2017 annual report to the Mayors' Council on Regional Transportation.

CARRIED

The following items contained in the consent agenda were received for information:

4.1.2 Millennium Line Broadway Extension

4.1.3 South of Fraser Rapid Transit Project Update

4.1.4 Pattullo Bridge Condition Monitoring Report

4.2 2017 Year End Financial and Performance Report

Kevin Desmond introduced Rob Malli, TransLink's new Chief Financial Officer and Executive Vice President Finance and Corporate Services.

The Board received a report titled "2017 Year-End Financial and Performance Report." Rob Malli, Chief Financial Officer and Executive Vice President Finance and Corporate Services, and Christine Dacre, Vice President Financial Services, presented the Board with an overview of the report, including:

- Sustainability highlights such as reduced carbon footprint and \$1.5 million sale of carbon credits;
- Consolidated revenue, with fuel taxation lower than budget, and transit revenues higher than budget;
- Passenger growth of 5.8%, which is 3% better than budget;
- Consolidated expenses are 2.6% favourable to budget;
- \$242 million invested in capital projects such as purchasing buses and trains, infrastructure, facilities, equipment and major construction;
- AA credit rating retained; and
- Successful issue of \$200 million bond through the Capital Market.

4.3 2017 Audited Consolidated Financial Statements

The Board received a report titled "2017 Audited Consolidated Financial Statements" and a presentation from Tony Gugliotta, Finance and Audit Committee Chair. Review of the audited financial statements and KPMG audit report raised no issues or concerns, resulting in a clean audit. KPMG provided a written audit opinion that the consolidated financial

statements present fairly in all material respects the consolidated financial position of TransLink.

It was MOVED and SECONDED

That the Finance and Audit Committee recommends that the TransLink Board of Directors:

- A. Approves the 2017 Audited Consolidated Financial Statements; and
- B. Authorizes the Board Chair and Audit Committee Chair to sign the approved 2017 Audited Consolidated Financial Statements.

CARRIED

4.4 Transit Tariff Amendment

Rob Malli, Chief Financial Officer and Executive Vice President Finance and Corporate Services, and Christine Dacre, Vice President Financial Services, presented the Board with the report, highlighting:

- Fare increases are consistent with Phase One of the 10-Year Investment Plan; and
- Adult monthly passes will increase by \$2.00 (concession passes by \$1.00), and adult stored value and cash trips will increase by \$0.10 (concession passes by \$0.05).

It was MOVED and SECONDED

That the TransLink Board of Directors:

- A. Introduces and reads a first, second and third time the *South Coast British Columbia Transportation Authority 2018 Tariff Bylaw Number 120-2018*, attached to this report as Attachment 1, effective July 1, 2018; and
- B. Reconsiders and finally adopts the *South Coast British Columbia Transportation Authority 2018 Tariff Bylaw Number 120-2018*.

CARRIED

4.5 2018 Property Tax Bylaw and 2018 Replacement Tax Bylaw

Rob Malli, Chief Financial Officer and Executive Vice President Finance and Corporate Services, presented the Board with the report, stating that revenue from property tax to fund the region is guided by legislation and Phase One of the Investment Plan. Mr. Malli noted that the average homeowner will pay about \$10 more to TransLink than in 2017.

PROPOSED RESOLUTION:

Property Tax Bylaw:

- A. That the TransLink Board of Directors introduces and reads a first, second and third time the “South Coast British Columbia Transportation Authority 2018 Property Tax Bylaw Number 117-2018” included in the report as Appendix 1.

- B. That the TransLink Board of Directors reconsiders and finally adopts the “South Coast British Columbia Transportation Authority 2018 Property Tax Bylaw Number 117-2018” included in the report as Appendix 1.

Replacement Tax Bylaw:

- C. That the TransLink Board of Directors introduces and reads a first, second and third time the “South Coast British Columbia Transportation Authority 2018 Replacement Tax Bylaw Number 118-2018” included in the report as Appendix 2.
- D. That the TransLink Board of Directors reconsiders and finally adopts the “South Coast British Columbia Transportation Authority 2018 Replacement Tax Bylaw Number 118-2018” included in the report as Appendix 2.

CARRIED

5. PLANNING AND STAKEHOLDER RELATIONS COMMITTEE

5.1 Planning and Stakeholder Relations Committee Chair Report

Larry Beasley, Planning and Stakeholder Relations Committee Chair, reported on the highlights of the Committee’s meeting held on March 20, 2018, including:

- Review of washrooms near transit policy is underway;
- Review of pets on transit policy is underway;
- New charitable donations and public art policy will be presented at a future meeting;
- Public engagement on new B-Lines will begin shortly;
- Review of new mobility and new technologies in the region will be led by TransLink;
- Late night transit service review continues; and
- Tap to pay campaign is underway;

5.2 Consent Agenda

The following items contained in the consent agenda were approved and adopted:

5.2.1 *Independent Transit Service Application (Port Moody)*

It was MOVED and SECONDED

That the TransLink Board of Directors determine that the Port Moody Trolley service is an Independent Transit Service under section 5 of the South Coast British Columbia Transportation Authority Act and has approval to operate, subject to the conditions outlined in this report.

CARRIED

5.2.2 *Independent Transit Service Application (White Rock Trolley)*

It was MOVED and SECONDED

That the TransLink Board of Directors determine that the White Rock Trolley and Waterfront Shuttle are Independent Transit Services under section 5 of the South Coast British Columbia

Transportation Authority Act and have approval to operate, subject to the terms and conditions outlined in this report.

CARRIED

The following item contained in the consent agenda was received for information:

5.2.3 *Backgrounder to the 2017 Annual Report of Access Transit Users' Advisory Committee*

5.3 Phase One Implementation: Consultation on New B-Lines

The Board received a report titled "Phase One Plan Implementation: Consultation on New B-Lines" and a presentation from Sarah Ross, Director System Planning, which included the following highlights:

- 4 new B-Line routes will be introduced in fall 2019 in accordance with the Phase One plan;
- Additional elements of new B-Lines will be real-time bus arrival information, improved wayfinding, basic shelter at each stop, and accessibility elements such as tactile pads on sidewalks;
- B-Line corridors will be upgraded and transit priority measures (such as bus lanes and queue jumpers) will be implemented; and
- Public consultation will begin on April 3.

5.5 Tap to Pay

Steve Vanagas, Vice President Customer Communications and Public Affairs, gave a presentation which included the following highlights:

- Open payment will provide customers with more convenient payment options;
- Tap to pay options will include Visa, MasterCard, Google Pay, Apple Pay, Samsung Pay;
- Campaign is underway to discourage consumer behaviour of tapping wallet or phone to prevent card clash; and
- TransLink will partner with YVR, cruise ship terminals and Pacific Central Station to reach visitors.

6. HUMAN RESOURCES AND GOVERNANCE COMMITTEE

6.1 Human Resources and Governance Committee Chair Report

Janet Austin, Human Resources and Governance Committee Chair, reported on the highlights of the Committee's meeting held on March 20, 2018, including:

- Semi-annual privacy management report, with ongoing review of public facing policies, Privacy Impact Assessments conducted for new projects, Freedom of Information requests, and privacy breaches;
- Screening Panel will fill 3 Board vacancies at end of 2018;
- TransLink received 2017 Top Employer in BC award;

- Transit operator recruitment continues to be a focus; and
- Updates to respectful workplace policy will come forward in next board cycle.

7. ADJOURNMENT

There being no further business, the meeting was adjourned at 1:30 pm.

Certified Correct:

Lorraine Cunningham
Board Chair

Gigi Chen-Kuo
General Counsel and Corporate Secretary