

**TRANSLINK BOARD OF DIRECTORS
PUBLIC BOARD MEETING
MINUTES**

December 1, 2022

Minutes of the TransLink Board of Directors Public Board Meeting held virtually on December 1, 2022 at 9:00 am.

DIRECTORS

Lorraine Cunningham, Chair
Sarah Clark, P.Eng.
Jennifer Chan
Karen Horcher, FCPA, FCGA, CFA
Mayor Mike Hurley
Andrea Reimer
Andy Ross
Harpinder Sandhu, RI
Mayor Brad West

MAYORS' COUNCIL DESIGNATE TO THE BOARD: Mayor Malcolm Brodie

MANAGEMENT and CORPORATE SECRETARY

Kevin Quinn, CEO
Jennifer Breeze, General Counsel and Corporate Secretary
Fran Corlett, Assistant Corporate Secretary

REGRETS: Directors Marcella Szel and Harj Dhaliwal

GUEST: Allan Seckel, Director 2023

1. Call to Order and Opening Remarks

Lorraine Cunningham, Board Chair called the meeting to order at 9:00 am.

Chair Cunningham acknowledged the contribution to TransLink over many years of both directors Marcella Szel and Sarah Clark, who will be reaching the end of their terms on the Board at the end of December 2022. Great appreciation for their work and efforts was expressed.

Chair Cunningham introduced Allan Seckel, who joined the meeting as a guest and will be joining the Board as of January 2023, together with Tracy Redies. The Board Chair also introduced and welcomed Mayor West, Mayor Hurley and Mayor Brodie to the Board meetings.

2. Public Delegations

Two public delegates spoke to the Board.

William Lambert spoke to the Board on the topic of public washrooms and advocated for public washrooms being available throughout the system, including at all rapid transit stations. Methods to enhance availability and provide for safety and security with the washrooms was discussed.

Nathan Davidowicz addressed the Board in favour of public Committee meetings and for additional opportunity for review and consultation with the public on TransLink's proposed 2023 Business Plan, Operating and Capital Budget prior to its approval by the Board. The public delegate provided

feedback on various elements of the proposed 2023 Business Plan and corporate objectives set out in the Plan.

3. CEO Report

Kevin Quinn, Chief Executive Officer provided a report to the Board on a number of key matters impacting TransLink in the last quarter including:

- A significant snowstorm in the days just prior to the December 1st public board meeting;
- Ridership has now exceeded 80% and TransLink is leading North America in transit recovery;
- An upgrade to TransLink's transit alerts, allowing for email or text notifications, as part of TransLink's Customer Experience Action Plan;
- TransLink's ongoing focus on reconciliation with First Nations and highlighted three new murals on the Canada Line pedestrian-bicycle bridge;
- The launch of the Transit Friendly Employer Certification program, which recognizes employers supporting making travel easy, affordable and climate friendly for employees; and
- The implementation of the Climate Action Plan, which sets out how TransLink will implement its Climate Action Strategy in the coming months and years.

4. BC Rapid Transit Company

Sany Zein, President and General Manager BCRTC presented to the Board on a number of areas of focus for BCRTC in 2022. Key highlights included:

- Impressions in Sany Zein's first 60 days as BCRTC's President and General Manager. Sany Zein expressed his thanks to BCRTC and West Coast Express staff to keep the system running during the first major snow day of the winter on November 29th;
- On-Time performance trends for the prior quarter;
- Delivery of a new rotary grinder which is expected to arrive in January 2023, which will support BCRTC's rail grinding and noise mitigation program;
- An update on facility expansion projects for vehicle maintenance and also an expanded operations and control center;
- Timing for delivery of the 205 Mark Vs that are in production. Delivery of the first train is expected by Q3 of 2023 to begin testing and commissioning;
- Completion of significant maintenance upgrades on the Skybridge, which was completed while maintaining service with single tracking;
- BCRTC held a recruitment fair which was very successful; and
- Return of the Take our Kids to Work Day this fall, which is the first time it has been held at BCRTC since the COVID-19 pandemic.

5. Coast Mountain Bus Company

Mike McDaniel, President and General Manager CMBC shared key highlights of activities and initiatives at CMBC in Q3 of 2022, noting the challenging conditions on November 29th snow day and Mike McDaniel expressed appreciation to CMBC staff on their work during and for recovery from the snow day. Elements of CMBC's snow plan, including de-icing, snow socks, fleet adjustment, and a snow melting mat pilot was shared.

Mike McDaniel also reported to the Board on on-time performance trends, continued new refresher training for bus operators that was held in the prior quarter, and also Equity, Diversity and Inclusion (EDI) initiatives in the past quarter, with customized EDI workshops across the

company and also the roll-out of a new EDI policy for CMBC. Finally, the Board heard that the first battery-electric buses arrived at CMBC in November and is expected to go into revenue service in January. The remaining 14 buses are scheduled to arrive in December 2023.

6. Transit Police

Deputy Chief Officer Anita Furlan, on behalf of Chief Officer Dave Jones presented an update from the Metro Vancouver Transit Police. Deputy Chief Officer Furlan spoke to the Board about the Targeted Mobile Enforcement Team and their work with municipal partners to enhance safety on the system, and also Transit Police's work to support Emergency Response and System Resiliency when there are incidents in the system and to ensure safety of the public and individuals involved in any incidents.

Deputy Chief Officer Furlan also briefed the Board on recent public safety campaigns and public service announcements, and EDI initiatives at Transit Police which includes a monthly newsletter. Deputy Chief Officer Furlan also spoke of the funeral for Constable Yang, who was killed in the line of duty, and noted CMBC's deployment of 26 buses to assist with transportation to the service.

The Board requested that, in future reports, where mental health apprehensions are provided that certification rates resulting from mental health apprehensions are also included to enhance understanding of these incidences and the increasing trend in mental health apprehensions.

7. Finance and Audit Committee Chair Report

Sarah Clark, Committee Chair reported to the Board on topics recently discussed at the Board's Finance and Audit Committee meeting on November 21st. The Committee received updates on the following topics:

- Updates on ongoing work and status of the Broadway Subway project;
- Ongoing monitoring of the Pattullo Bridge;
- The Climate Action Plan, which will be reported on later in this meeting;
- The proposed 2023 Business Plan, Operating and Capital Budget, with discussion on the inflationary pressures together with TransLink's funding challenges;
- Internal Audit and Continuous Improvement reviews and reports, with a status of progress on follow-up items resulting from audits; and
- Safety Program updates, including winter readiness and other customer and employee safety initiatives.

8. Planning, Communities and Communication Committee Chair Report

Andrea Reimer, Director, Planning, Communities and Communication Committee advised that the Committee met on November 2nd and received reports that included updates on ridership recovery statistics,

9. Human Resources and Governance Committee Chair Report

Andy Ross, on behalf of Marcella Szel, Human Resources and Governance Committee, highlighted key areas of focus for the Human Resources and Governance Committee from the meeting on November 22nd, including:

- A review of proposed appointments to the Board Committees for 2023;
- Updates from Human Resources on various people programs;
- Proposed updates to the Subsidiary Board Governance Framework;

- EDI initiatives at TransLink, including information that will assist TransLink in understanding achievement of EDI programs as we go forward;
- Legislative changes which will come into force later in 2023 with a new *Accessible British Columbia Act*, and work underway on accessibility initiatives that will be governed by this Act; and
- Ongoing recruitment efforts, with hiring fairs for bus operators which have continued to attract a significant number of applicants to CMBC.

10. Information Technology Committee Chair Report

Karen Horcher, Committee Chair reported on the topics from the Committee's meeting on November 18th. These included reports on significant technology projects, a status update on the roll-out of the Enterprise Resource Program, and Internal Audit and Continuous Improvement projects relating to technology initiatives.

11. 2023 Business Plan, Operating and Capital Budget

Christine Dacre, CFO provided an overview of the 2023 Business Plan, Operating and Capital Budget with highlights including the 2022 and 2023 ridership outlook; continued uncertainty on future ridership and fare revenue recovery; service level assumptions and projected revenue of \$2,191M (\$209.7M higher than the 2022 Budget) and expenses of \$2,186M (\$157.7M higher than the 2022 Budget, largely driven by inflationary pressures) for 2023. Inflation built into the budget ranged from 2.2% to approximately 8%.

Christine Dacre also briefed the Board on 2023 Enterprise Key programs, which include investment in Indigenous Relations programs, funding for EDI programs, investments for Ridership Recovery and the 2023 Capital Program. Affordability and Financial Indicators were also reviewed. It was noted that discussions with TransLink's policy makers, as well as the Province, continue to address future funding gaps and TransLink's financial challenges.

It was MOVED and SECONDED

That the TransLink Board of Directors approve the proposed 2023 Business Plan, Operating and Capital Budget as attached as Attachment 1 to the November 7, 2022 report titled "2023 Business Plan, Operating and Capital Budget".

CARRIED

12. Climate Action Plan

The Board received a report from Christine Dacre, CFO and Ralf Nielsen, Director Enterprise Risk and Sustainability providing an update on the status of TransLink's Climate Action Plan. Ralf Nielsen provided a detailed overview of the various initiatives included in the Climate Action Plan, which will implement TransLink's Climate Action Strategy. Ralf Nielsen's presentation included an outline of near-term steps TransLink will be taking to advance the Plan and also future steps and funding requirements. Accountability and reporting in the future was also highlighted.

The Board expressed its support of the Climate Action Plan and discussed the Climate Action Plan with Management. The Board discussed in particular current available information and the future application of renewable diesel and natural gas, as well as methodology for measuring carbon emissions targets and outcomes resulting from implementation of climate action initiatives. Consultation and coordinated adaptation planning in the region and with the Province, including engagement with TransLink's stakeholders, was also reviewed.

13. Ridership Recovery Update

The Board received a report from Sarah Ross, VP Transportation Planning and Policy providing an update on the status of Ridership Recovery. Sarah Ross shared with the Board the following updates on ridership:

- TransLink has seen over 80% ridership recovery from pre-pandemic levels, with TransLink leading ridership recovery across North America;
- Travel demand remains lower for office commute trips than on the weekends; and
- A breakdown of ridership by region.

14. Consent Agenda

The following consent agenda items were adopted:

14.1. Public Board Meeting Minutes of September 28, 2022

The following consent agenda items were approved:

14.2. Subsidiary Governance Framework Review

14.3. TransLink Rules and Regulations – Addition of Rule #13 – No Consumption of Illegal Drugs

After discussion, Director Andrea Reimer voted against Agenda Item 14.3.

The following consent agenda items were received for information:

14.4. Response to Public Delegations

14.5. Pattullo Bridge Condition Monitoring Report

14.6. Broadway Subway Supportive Policies Agreement – 2022 Annual Report

15. Conclusion

The Public Board meeting concluded at 12:00pm

Certified Correct:

Lorraine Cunningham
Board Chair

Jennifer Breeze
General Counsel and Corporate Secretary