

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

September 25, 2019

Minutes of the South Coast British Columbia Transportation Authority (TransLink) Board of Directors Public Board Meeting held on September 25, 2019 at 10:00 am in the 4th Floor Boardroom, 287 Nelson's Court, New Westminster, BC.

PRESENT:

DIRECTORS

Tony Gugliotta, Board Chair
Larry Beasley, C.M., R.P.P.
Sarah Clark, P.Eng
Mayor Jonathan Cote
Harj Dhaliwal, PhD
Murray Dinwoodie
Karen Horcher, FCPA, FCGA, CFA
Andy Ross
Marcella Szel, Q.C.

MANAGEMENT and CORPORATE SECRETARY

Kevin Desmond, Chief Executive Officer
Jennifer Breeze, Associate General Counsel and Corporate Secretary
Frances Corlett, Assistant Corporate Secretary

REGRETS:

Anne Giardini, O.C, O.B.C., Q.C.
Mayor Jack Froese

1. CALL TO ORDER AND OPENING REMARKS

Tony Gugliotta, Board Chair, called the meeting to order at 10:03 am. Mr. Gugliotta provided a note on safety procedures and welcomed Michel Ladrak, President and General Manager, BCRTC who is attending his first meeting.

2. CONSENT AGENDA

The following Consent Agenda item was received for adoption:

2.1 Meeting Minutes of June 19, 2019

The following Consent Agenda item was received for information:

2.2 Response to Public Delegations

3. PUBLIC DELEGATIONS

Public Delegations

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

Isabel Kolic

Ms. Kolic, Executive Director for Heights Merchant Business Improvement Association, spoke to the loss of parking along the Hastings Street corridor in Burnaby. She stated the HOV lane added in 1996 is no longer necessary as traffic along the route has reduced and the community businesses and residents would be better served and safer with a reduction in the number of traffic lanes on Hastings Street.

4. EXECUTIVE REPORTS

4.1 CEO Report

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

- Year-to-date boarding through to the end of August increased by 4%;
- Transport 2050 Public Engagement – the campaign engagement period had ended and was the largest in TransLink history, receiving over 10,000 general input surveys. The engagement period was capped by an exhibit at the PNE with over 200,000 visitors;
- TransLink partnered with the Vancouver Pride Society and participated in the Pride parade;
- TransLink and the City of Vancouver hosted Rail~Volution for 1,300 delegates;
- The first battery-electric bus is in revenue service; and
- The Commercial-Broadway Station upgrade received a 2019 Silver Award from the Vancouver Regional Construction Association.

4.2 BC Rapid Transit Company (BCRTC)

Michel Ladrak, President and General Manager, provided an update on BCRTC operations, including:

- Report on safety included main causes, trends and steps to improve customer and employee safety using monthly safety meetings, risk and hazard assessments, high visibility vests, and regular review of key performance indicators;
- State of good repair initiatives include proactive rail grinding, component and rail replacements, and vehicle inspections and maintenance;
- Increase in On Time Performance service levels;
- Two Mark III trains have entered revenue service in Q2 with more expected to be added in Q3 in time for fall service increases; and
- Phase 2 upgrades at Joyce-Collingwood station are complete.

4.3 Coast Mountain Bus Company (CMBC)

Michael McDaniel, President and General Manager, provided an update on CMBC operations, with the following highlights:

- Review of safety trends through the first quarter, including employee and pedestrian incidents, an update on installation of protective barriers, and internal training and public campaigns focused on pedestrian safety;
- Access Transit service delivery update, noting the team met with stakeholders to present a number of vehicle options and provide conventional travel training to increase access to the system; and
- Updates to SeaBus, double-decker, and battery electric bus projects.

4.4 Transit Police

David Jones, Chief Officer, provided a Transit Police update, including:

- An overview of crime rate statistics, noting that rates have decreased through the first half of 2019;
- Recipient of the Project of the Year award from the International Association of Law Enforcement Planners for the anti-sexual harassment on transit campaign;
- Engagement initiatives including new signage across the system for the See Something, Say Something campaign, and a new Transit Police Communication Card; and
- Bait bike program around transit facilities to discourage theft.

5. FINANCE AND AUDIT COMMITTEE

5.1 Consent Agenda

The following Consent Agenda item was received for approval:

5.1.1 *Annual Review of Financial Risk and Debt Management Policies*

That the TransLink Board of Directors approve the proposed changes to the following policies as set out in Attachments A, B, C and D of the report titled "Annual Review of Financial Risk and Debt Management Policies" dated September 17, 2019:

- A. Budgeted Contingency and Accumulated Funding Resources Policy
- B. Hedging Policy
- C. Debt Management Policy
- D. Investment Policy

CARRIED

The following Consent Agenda items were received for information:

5.1.2 *Pattullo Bridge Condition Monitoring Report*

5.1.3 *Surrey Langley SkyTrain Project Update*

5.1.4 *Broadway Subway Project Update*

5.2 Finance and Audit Committee Chair Report

Sarah Clark, on behalf of Anne Giardini, Finance and Audit Committee Chair, reported on the highlights of the Committee's meeting held on September 17, 2019, including:

- Internal Audit report and projects, including the Lean Academy Program;
- Update on Major Capital projects;
- Information Technology update, focusing on IT security and awareness;
- Real Estate update, focusing on property requirements for major transit projects;
- Discussion on the next Investment Plan timeline; and
- Committee approval for the issuance of Green Bonds.

6. PLANNING AND STAKEHOLDER RELATIONS COMMITTEE

6.1 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 September 16, 2019, including:

- Committee approval for an Independent Transit Service in Cypress Village;
- Initial briefing on the results of the 2017 Regional Trip Diary;
- Report on Transit Service Partnership Policies;
- Delivery of North Shore Transit Services;
- Updates on Burnaby Mountain Gondola, with input from the municipality; and
- Briefings on customer engagement for the South of Fraser Transit and Transport 2050 projects.

6.2 Independent Transit Service Application – Cypress Village Shuttle (2019)

The Board received a report titled "Independent Transit Service Application – Cypress Village Shuttle (2019)" for approval.

IT WAS MOVED AND SECONDED

That the TransLink Board of Directors determine that the Steveston Shuttle 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 the report dated September 11, 2019 and titled "Independent Transit Service Application – Cypress Village Shuttle (2019)."

CARRIED

6.3 Results of the 2017 Regional Trip Diary

The Board received a report titled "Results of the 2017 Regional Trip Diary." Geoff Cross, Vice President Transportation Planning and Policy, presented the Board with an overview of the report, with the following highlights:

- The Trip Diary provides a snapshot of mode share in Fall 2017, which can be compared to the last Trip Diary completed in 2011;
- Factors which influence mode share such as population, employment, and retail sales have all increased since 2011;
- Non-sustainable mode share (auto driver) has decreased from 59% in 2011 to 55% in 2017;

- Sustainable mode share (walking, biking, and transit) has increased from 24.2% in 2011 to 27.3% in 2017.

7. HUMAN RESOURCES AND GOVERNANCE COMMITTEE

7.1 Human Resources and Governance Committee Chair Report

Marcella Szel, Human Resources and Governance Committee Chair, reported on the highlights of the Committee's meeting held on September 16, 2019, including:

- Semi-annual Privacy Management Program update;
- Committee approval of subsidiary board appointments; and
- Receipt of the Vice President Human Resources quarterly report, including updates on diversity and mentorship programs.

8. ADJOURNMENT

There being no further business, the meeting was adjourned at 12:00 pm.

Certified Correct:

Original signed by Tony Gugliotta

Tony Gugliotta
Board Chair

Original signed by Jennifer Breeze

Jennifer Breeze
Associate General Counsel and
Corporate Secretary