



January 5, 2018

Catherine Holt, Chair
Board of Directors
BC Transit
520 Gorge Road East
Victoria BC V8T 2W6

Reference: 273072

Dear Chair Holt:

On behalf of Premier Horgan, thank you for your service to the people of British Columbia. The government remains committed to working with our Crown agency partners to deliver on government's commitments to British Columbians: to help make life more affordable for people, invest in services and build a strong, sustainable economy.

This Mandate Letter outlines the guiding principles of the government which should inform the preparation of your three-year Service Plan for *Budget 2018*. This Mandate Letter also confirms your organization's mandate, provides government's annual strategic direction and sets out key performance expectations for the 2018/19 fiscal year.

The government made three key commitments to British Columbians. All ministries and Crown agencies are expected to work together to help government achieve these commitments.

Our first commitment is to make life more affordable. We expect all public sector organizations to support government's agenda to help manage the daily cost of living for British Columbians.

Our second commitment is to deliver the services that people count on. Many of the programs and services that British Columbians access on a regular basis are delivered by Crown agencies. We want to build on programs that are working well, and make improvements where needed, to ensure British Columbians get quality and timely customer service from public sector organizations across the province.

Our third key commitment is to build a strong, sustainable, innovative economy that works for everyone. The government believes that public sector organizations have a key role to play in supporting broad-based economic growth in every region of the province.

.../2

To support true and lasting reconciliation with Indigenous Peoples in British Columbia, our government is fully adopting and implementing the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP), and the Calls to Action of the Truth and Reconciliation Commission (TRC). Please ensure that going forward your organization incorporates the UNDRIP and TRC, given the specific mandate and context of your organization.

As the Minister Responsible for BC Transit, I expect that you will make substantive progress on the following priorities and incorporate these priorities when developing the goals, objectives and performance measures for inclusion in the Service Plan.

With these principles in mind, please maintain a strong focus on delivering on the following priorities:

- Work with local governments to improve transit services across the Province of British Columbia to ensure that public transit remains an affordable, sustainable service that British Columbians can count on.
- Work with local governments to ensure that available and effective handyDART services are provided to those unable to access conventional transit. To further this priority, provide the Ministry a formal report on the improvements to handyDART services, including new opportunities by September 30, 2018.
- Implement Public Transit Infrastructure Fund Phase 1 projects on time and within budget as per provincial and federal agreements, including bus purchases, and construction of operations and maintenance facilities in Cowichan, Campbell River, and the Central Fraser Valley by March 31, 2019.
- Sign a bilateral agreement with the Province that supports the delivery of Public Transit Infrastructure Fund Phase 2 projects.
- Support provincial targets and direction for reduced greenhouse gas emissions and other climate action measures. Provide the Ministry a report outlining the results and findings of an electric bus pilot by March 2019 and provide the Ministry a strategy to continue advancing new technology and efficiencies within the fleet for further emission reductions by March 2019.

The Crown Agencies and Board Resourcing Office (CABRO) at the Ministry of Finance has lead responsibility for overseeing and maintaining the Public Sector Organizations Governance Framework, and provides leadership for the merit based appointment of qualified and competent individuals to the boards of Crown agencies.

BC Transit is asked to work closely with CABRO through your ministry contact on board appointments, all governance matters including orientation and training of board members, and meeting public sector reporting requirements under the *Budget Transparency and Accountability Act*.

Each board member is required to acknowledge the direction provided in this Mandate Letter by signing this letter. The Mandate Letter is to be posted publicly on your organization's website on Budget Day on February 20, 2018 to coincide with the release of your organizations' Service Plan.

I have appreciated the support of the Board to me as Minister responsible in the first few months of our government's term in office. I look forward to ongoing dialogue and engagement going forward through our scheduled meetings and other communication channels between my ministry and your organization. Part of that engagement process includes regular meetings between your communications staff and the appropriate Government Communications and Public Engagement staff who provide support to your ministry responsible.

Once again, thanks to you and your Board of Directors for your commitment to public service. Together, we will work to build a better B.C.

Sincerely,



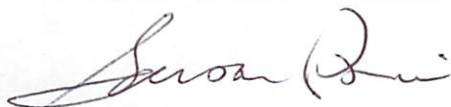
Claire Trevena
Minister

Date: January 5, 2018



Catherine Holt, Chair
BC Transit

Date: January 25, 2018



Susan Brice, Director
BC Transit

Date: Jan. 25 2018



Kelly Cairns, Director
BC Transit

Date: Jan 25, 2018



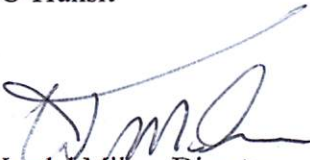
Carol Hamilton, Director
BC Transit

Date: Jan 25, 2018



Carol Leclerc, Director
BC Transit

Date: January 18, 2018



Wendal Milne, Director
BC Transit

Date: January 25, 2018

- Copy to: Premier John Horgan
- Don Wright, Deputy Minister to the Premier and Cabinet Secretary
- Lori Wanamaker, Deputy Minister
Ministry of Finance
- David Galbraith, Associate Deputy Minister and Secretary to Treasury Board
Ministry of Finance
- Grant Main, Deputy Minister
Ministry of Transportation and Infrastructure

Catherine Holt, Chair
BC Transit

Susan Brice, Director
BC Transit

Kelly Cairns, Director
BC Transit

Carol Hamilton, Director
BC Transit

Carol Leclerc, Director
BC Transit

Wendal Milne, Director
BC Transit

Manuel Achadinha, President and Chief Executive Officer
BC Transit