

Ministry of Tourism,
Culture and Sport

Minister

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Ministère du Tourisme, de la
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NOV 23 2016

Ms. Janet Yale
Chair
Ontario Trillium Foundation
880 Bay Street, 5th Floor
Toronto, ON M5S 3A9

Dear Ms. Yale:

Thank you for your ongoing leadership as Chair of the Ontario Trillium Foundation (OTF).

Ontario's board-governed agencies are vital partners in ensuring the delivery of high quality services to Ontarians. The people of Ontario depend on you to provide leadership to your agency's board, management and staff. Together with your fellow board members you establish the goals, objectives, and strategic direction for the agency consistent with your agency mandate, government policies, and my directions where appropriate.

I appreciate the work undertaken by your board and staff in developing OTF's 2016-17 Business Plan. I look forward to hearing about the results of your plan.

As you begin to undertake your 2017-18 business planning, and pursuant to the requirements of the *Agencies and Appointments Directive*, this letter sets out my expectations for OTF for its 2017-18 fiscal year.

As you know, your agency is mandated to build healthy and vibrant communities throughout Ontario by strengthening the capacity of the volunteer sector through investments in community-based initiatives. Concurrently, supporting arts and culture in Ontario to bring us together and make our communities and economy stronger is one of the priorities in the Premier's mandate letter to me which OTF helps to accomplish through delivery of its mandate.

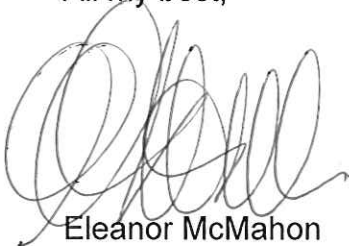
To ensure services are provided in accordance with your mandate and government priorities, I expect that OTF will align its planning with ministry priorities set out in my mandate letter and establish strategies to support those priorities. The OTF will focus on supporting the goals of the Ontario Culture Strategy, including contributing to an Arts Policy Framework; working with government partners to administer granting programs in support of key government initiatives, including the Youth Opportunities Fund, the Local Poverty Reduction Fund and the Ontario150 Community Capital Program; measuring and reporting on progress of the OTF's investment strategy; and supporting government

initiatives that strengthen our relationship with Indigenous communities and work towards reconciliation.

To achieve and maintain the highest levels of accountability, OTF will work with the ministry to review and enhance governance, fiscal management and sustainability, and accountability processes to reflect best practices and ensure compliance with Treasury Board/Management Board of Cabinet direction as well as the new requirements with respect to executive salaries and compensation. The OTF also will maintain an effective system of internal controls and compliance with applicable requirements to promote transparency and accountability, and will be required to manage any operational, strategic and financial risks to help ensure business objectives are met.

I appreciate the hard work being undertaken by OTF's Board and staff and wish you continued success.

All my best,

A handwritten signature in black ink, appearing to read 'Eleanor McMahon', written in a cursive style.

Eleanor McMahon
Minister

c: Maureen Adamson, Deputy Minister
Kevin Finnerty, Assistant Deputy Minister, Culture Division
Andrea Cohen Barrack, Chief Executive Officer, Ontario Trillium Foundation