

ENWIN UTILITIES LTD.
BOARD OF DIRECTORS MEETING
PUBLIC MEETING MINUTES
WEDNESDAY, FEBRUARY 17, 2021

A public meeting of the ENWIN Utilities Ltd. Board of Directors was held on Wednesday, February 17, 2021 via Zoom Conference call; due to the COVID 19 pandemic, the ENWIN offices remain closed to the public.

ATTENDANCE:

Directors: Drew Dilkens (chair), Garnet Fenn, Leo Muzzatti, Andrea Orr, Abe Taqtaq, Jo-Anne Gignac, Gregory Ioanidis.

Management: President & CEO H. Reidel, VP Business Development Kris Taylor, VP Water Operations G. Rossi, VP of Corporate Services and CFO M. Carlini, VP Hydro Operations J. Brown, VP Customer Care and Corporate Operations and Corporate Secretary P. Gleason, Director Human Resources J. Damphouse, Director of Finance G. Boose, Director of Corporate Operations and Innovation B. Leavitt, Director of Customer Service R. Spagnuolo, Controller H. Malcolm, Manager Water Operations G. Switzer, Director Water Operations D. Melnyk, Director Engineering (Water) C. Manzon, Manager Corporate Communications & Public Relations B. Pierce Marshall, Director Information Technology B. Rivest, Governance and Records Coordinator A. Pelaccia.

Regrets: George Wilkki

CALL TO ORDER & DECLARATION OF CONFLICTS OF INTEREST

The Chair noting quorum called the meeting to order at 9:06 a.m.

No conflicts of interest were declared.

CONSENT AGENDA

Moved and seconded

That the following Consent Agenda items be approved as recommended:

3.1 EWU Board Meeting Minutes for November 18, 2020

-CARRIED

COMMUNICATION AGENDA

The President & CEO welcomed the VP Business Development, Kris Taylor.

An update on COVID-19 was provided to the Board. Six cases of the illness have been reported among employees since the beginning of the pandemic. There has been no evidence of internal transfer among employees or contracting the virus while at work. Currently, approximately 160 staff remain working from home.

It was noted that the Finance Department continues to work on year end reporting, and it is anticipated that a meeting will be scheduled with the EWU Board Chair and Audit and Finance Committee Chairs for discussion regarding a required year-end accrual.

Regarding item 4.3, Regulatory Affairs Update, a Board Member inquired about the cost and variance account for COVID-19 related expenditures and recovery. Management responded to the satisfaction of the Board.

Moved and seconded

That the following Communication Agenda items be received as recommended:

- 4.1 Draft EWU Audit and Finance Meeting Minutes for February 3, 2021
- 4.2 Q1-2021 Report of ENWIN Group President & CEO
- 4.3 Regulatory Affairs Update
- 4.4 ENWIN Financial and Corporate Compliance - Quarter Ending Q4, 2020
- 4.5 2020/2021 Insurance Renewal Summary
- 4.6 ENWIN Utilities Ltd. Internal Audit - 2021 Audit Plan and Update on Previous Recommendations
- 4.7 Enterprise Risk Management - Risk Monitoring
- 4.8 Hydro Operations Report
- 4.9 Ontario Electrical Distribution Regulation 22/04 – ESA 2019 Compliance Assessment and 2020 Due Diligence Inspections Reports
- 4.10 2020 Distribution System Performance Report
- 4.11 Water Operations Report

- 4.12 Watermain & Lead Services Update
- 4.13 Contract Approval Summary
- 4.14 ERP Upgrade/Replacement
- 4.15 Variance to the WUC 2021 Capital Budget
- 4.16 ENWIN Utilities Ltd. Annual Certificate of Compliance with Water System
Operating Agreement (“WSOA”)
- 4.17 VP Customer Care & Corporate Operations Report
- 4.18 Communications & Public Relations – 2020 Summary
- 4.19 2020 Customer Satisfaction Survey
- 4.20 Strategic Plan Implementation – February 2021 Update
- 4.21 Site Consolidation Update
- 4.22 ENWIN Utilities Ltd. Board of Directors 2021 Agenda Work Plan
- 4.23 ENWIN Group and WUC 2021 Meeting Dates

-CARRIED

ENWIN EXECUTIVE REPORTS

5.1 CAPITAL BUDGET CHANGE

A Board Member inquired about the projects and timelines that were revised based on the requested capital budget change. Management responded to the satisfaction of the Board.

Moved and seconded

THAT the capital budget change BE APPROVED as recommended by the EWU Audit and Finance Committee.

- CARRIED

5.2 CASH MANAGEMENT AND SHORT-TERM INVESTMENT POLICY

The Chair of the Audit & Finance Committee confirmed that the policy was reviewed at the previous Committee meeting and aligns with the City of Windsor investment policy.

Moved and seconded

THAT the Cash Management and Short-Term Investment Policy BE RECEIVED;

AND THAT the Cash Management and Short-Term Investment Policy attached in Appendix A BE ADOPTED.

-CARRIED

IN CAMERA SESSION

Moved and seconded
That the Board move to an In Camera session.

-CARRIED

The In Camera session commenced at 9:21 a.m.

The In Camera session concluded at 9:51 a.m.

RESUME PUBLIC MEETING SESSION

Moved and seconded
That the Board move to resume the public meeting session.

-CARRIED

OTHER BUSINESS

None noted.

TERMINATION

Moved and seconded
That the meeting be terminated.

-CARRIED

The meeting terminated at 9:51 a.m.

Recording Secretary

Board Chair