

WINDSOR CANADA UTILITIES LTD.

**BOARD OF DIRECTORS MEETING
PUBLIC MEETING MINUTES**

WEDNESDAY, FEBRUARY 17, 2021

A public meeting of the Windsor Canada Utilities Ltd. Board of Directors was held on Wednesday, February 17, 2021 via Zoom conference call. Due to the COVID-19 pandemic, ENWIN's offices were closed to the public.

ATTENDANCE:

Directors: Drew Dilkens (Chair), Jo-Anne Gignac, Fred Francis, Jim Morrison, Kevin Laforet and Jerry Udell

Management: President & CEO Helga Reidel, VP Business Development Kris Taylor, VP Corporate Services & CFO M. Carlini, VP Water Operations G. Rossi, VP Hydro Operations J. Brown, VP Customer Care and Corporate Operations and Corporate Secretary P. Gleason, Director Customer Service R. Spagnuolo, Director Corporate Operations and Innovation B. Leavitt, Director of Finance G. Boose, Director Human Resources J. Damphouse, Controller H. Malcolm, Controller B. Pougnet, Manager of Corporate Communication and Public Relations B. Pierce Marshall, Governance and Records Coordinator A. Pelaccia

Guests: Janice Guthrie, City of Windsor
Melissa Osbourne, City of Windsor

CALL TO ORDER & DECLARATION OF CONFLICTS OF INTEREST

The Chair noting quorum called the meeting to order at 1:02 p.m.

No conflicts of interest were declared.

CONSENT AGENDA

Moved and seconded

That the following Consent Agenda item be approved as recommended:

3.2 Windsor Canada Utilities Ltd. Board Public Meeting Minutes of November 18, 2020

-CARRIED

COMMUNICATION AGENDA

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

An update on COVID-19 was provided to the Board. Six cases of the illness has 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.

Moved and seconded

That the following Communication Agenda items be received as recommended:

- 4.1 Draft Special Joint Meeting of the WUC & WCU Audit and Finance Committees Meeting Minutes of February 2, 2021
- 4.2 Draft Windsor Canada Utilities Ltd. Audit and Finance Meeting Minutes of February 3, 2021
- 4.3 Q1-2021 Report of ENWIN Group President & CEO
- 4.4 Financial and Corporate Compliance - Quarter Ending Q4, 2020
- 4.5 Regulatory Affairs Update
- 4.6 WCU Sinking Fund - December 31, 2020
- 4.7 ERP Upgrade/Replacement
- 4.8 2020/2021 Insurance Renewal Summary
- 4.9 Enterprise Risk Management- Risk Monitoring
- 4.11 2020 Customer Satisfaction Survey
- 4.12 Communications & Public Relations – 2020 Summary
- 4.13 Site Consolidation Update
- 4.14 Strategic Plan Implementation – February 2021 Update
- 4.16 Windsor Canada Utilities Ltd. Board Work Plan
- 4.17 ENWIN Group and WUC 2021 Meeting Schedule

-CARRIED

ENWIN EXECUTIVE REPORTS

5.1 CASH MANAGEMENT AND SHORT-TERM 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 the In Camera session.

-CARRIED

The In Camera Session commenced at 1:08 p.m.

The In Camera Session concluded at 1:16 p.m.

RESUME PUBLIC MEETING SESSION

Moved and seconded

That the Board move to resume the public meeting session at 1:16 p.m.

-CARRIED

OTHER BUSINESS

None noted.

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TERMINATION

Moved and seconded

That the meeting be terminated.

-CARRIED

The meeting terminated at 1:16 p.m.

Recording Secretary

Board Chair