

**WINDSOR UTILITIES COMMISSION  
AUDIT & FINANCE COMMITTEE MEETING  
PUBLIC MEETING MINUTES  
WEDNESDAY, JUNE 5, 2019**

A public meeting of the Windsor Utilities Commission Audit & Finance Committee was held on Wednesday, June 5, 2019, in the Boardroom at 787 Ouellette Avenue, Windsor, Ontario.

**ATTENDANCE**

Commissioners: Gid Sovran [Chair], Jim Morrison and Doug Lawson

Regrets: Julian Hawkins

EWU Management: President & CEO, H. Reidel, VP Water Operations, G. Rossi, VP Shared Services & COO, J. Wladarski, VP Hydro Operations, J. Brown, Director Regulatory Affairs & Corporate Secretary, P. Gleason, Director Human Resources, S. Leonard, Director Finance, M. Carlini, Director Water Distribution, D. Melnyk, Director Water Engineering, C. Manzon, Controller, B. Pougnet, Manager Corporate Communications and Public Relations, B. Pierce Marshall, and Recording Secretary, S. Wrixon

Guests: Tony Ardovini, City of Windsor.

**CALL TO ORDER & DECLARATION OF CONFLICTS OF INTEREST**

There being proper notices received, the Chair called the meeting to order at 10:32 a.m. Commissioners in attendance were Gid Sovran and Doug Lawson, and the Chair noted that a quorum was not reached. Management offered to answer any informational questions while awaiting quorum.

No conflicts were declared.

The Commissioners discussed with management the WUC Q1 2019 Financial Review, inquiring into the rate of return on cash investments and the causes of water main breaks.

Commissioner Jim Morrison joined the meeting at 10:45 a.m., constituting a quorum.

**IN CAMERA SESSION**

The Chair recommended amending the order of business to address the in-camera agenda items first.

Moved and seconded

Pursuant to the Municipal Act section 239 (2), that the Committee be directed to move in camera for the purpose of consideration of the following items of business:

**DRAFT WUC Audit & Finance In Camera Meeting Minutes of April 3, 2019**

*s. 239(2)(b) personal matters about an identifiable individual, including municipal or local board employees*

**Tecumseh – Verbal Update on Negotiations**

*s. 239(2)(k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.*

**-CARRIED**

In camera session commenced at 10:45 a.m.

In camera session concluded at 11:12 a.m.

The public Committee meeting reconvened at 11:12 a.m.

**RESUME PUBLIC MEETING SESSION**

Moved and seconded

That the Committee move to resume the public meeting session.

**-CARRIED**

**TRANSMISSION OF RECOMMENDATIONS**

Moved and seconded

That the recommendations discussed in camera be brought forward for consideration.

**-CARRIED**

Moved and seconded

That the WUC A&F In Camera Meeting Minutes of April 3, 2019 be approved as amended.

**-CARRIED**

Moved and seconded

That the Tecumseh – Verbal Update on Negotiations be received.

**-CARRIED**

**CONSENT AGENDA**

A committee member requested an amendment to the minutes, such that Commissioner Lawson’s departure at the end of the public meeting session be noted.

Moved and seconded

That the following Consent Agenda item be approved as recommended:

- 3.1 WUC A&F Committee Meeting Minutes of April 3, 2019 be approved as corrected.

**-CARRIED**

## **COMMUNICATIONS AGENDA**

Moved and seconded

That the following Communication Agenda items be received as recommended:

- 4.1 WUC Financial & Corporate Compliance Report for Quarter Ending Q1, 2019 be received
- 4.2 WUC Initiatives Tracking Report be received
- 4.3 WUC 2019 Agenda Work Plans be received
- 4.4 2019 Meeting Dates be received

**-CARRIED**

## **EXECUTIVE REPORTS**

### **WUC Q1 2019 FINANCIAL REVIEW**

A Commissioner inquired into the water main breaks, and the VP of Water Operations noted that the trend of higher water main breaks in January and February is normal, with rates usually declining into the spring/summer.

At the inquiry of a Commissioner, the Director of Finance agreed to correct for a numerical error in the Net Finance Expense chart on page 5 of the report. The corrected version will be sent to the Board meeting on June 19.

Moved and seconded

That the Windsor Utilities Commission Q1 2019 Financial Review be received;

And that the Windsor Utilities Commission Q1 2019 Financial Review be recommended to the Board of Commissioners for receipt, with the requested amendment.

**-CARRIED**

### **2019 DEVELOPMENT CHARGE FUNDS REQUEST**

Moved and seconded

That the 2019 Development Charges Funds Request Report be received;

And that the Committee recommend that the Commission approve the release of the 2019 Development Charges Funds held by the City in the amount of \$421,500.

**-CARRIED**

## **ASSET MANAGEMENT POLICY**

Moved and seconded  
That the Asset Management Policy be received;

And that the Asset Management Policy be recommended for approval to the Windsor  
Utilities Board of Commissioners. **-CARRIED**

**MEETING TERMINATION**

Moved and seconded  
That the meeting be terminated. **-CARRIED**

Meeting terminated at 11:16 a.m.

---

Recording Secretary

---

Chair