

**WINDSOR UTILITIES COMMISSION
AUDIT & FINANCE COMMITTEE MEETING
PUBLIC MEETING MINUTES
WEDNESDAY, SEPTEMBER 4, 2019**

A public meeting of the Windsor Utilities Commission Audit & Finance Committee was held on Wednesday, September 4, 2019, in the Boardroom at 787 Ouellette Avenue, Windsor, Ontario.

ATTENDANCE

Commissioners: Gid Sovran [Chair], Jim Morrison and Julian Hawkins

Absent: Doug Lawson

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, and Recording Secretary, K. Carter

Guests: Jason Smith, RBC

CALL TO ORDER & DECLARATION OF CONFLICTS OF INTEREST

There being a quorum and proper notices received, the Chair called the meeting to order at 10:35 a.m.

No conflicts were declared.

CONSENT AGENDA

Moved and seconded

That the following Consent Agenda item be approved as recommended:

3.1 WUC A&F Committee Meeting Minutes of June 5, 2019 be approved.

-CARRIED

COMMUNICATIONS AGENDA

J. Smith provided handouts of his presentation, a copy of which is attached hereto as Appendix A. J. Smith gave an overview of the performance of the sinking fund and gave recommendations for the Committee to consider. The Committee discussed possible

changes to the investment policy and strategy and would like to ask the City to make an exemption from the investment policy.

J. Morrison requested that the Audit and Finance Committee meetings be pushed back by 30 minutes to begin at 11:00am

Moved and seconded

That the following Communication Agenda items be received as recommended:

- 4.1 WUC Sinking Fund Report with Presentation by RBC Rep be received
- 4.2 Financial & Corporate Compliance Report for Quarter Ending Q2, 2019 be received.
- 4.3 Health & Safety Management System – Certificate of Recognition (COR) Internal Audit Report be received.
- 4.4 Contract Award – Outsourced Internal Audit Services be received.
- 4.5 WUC Initiatives Tracking Report be received.
- 4.6 WUC 2019 Agenda Work Plans be received
- 4.7 2019 Meeting Dates be received. **-CARRIED**

EXECUTIVE REPORTS

WINDSOR UTILITIES COMMISSION Q2 2019 FINANCIAL REVIEW

Moved and seconded

That the Windsor Utilities Commission Q2 2019 Financial Review be received;

And that the Windsor Utilities Commission Q2 2019 Financial Review be recommended to the Board of Commissioners for receipt.

-CARRIED

WINDSOR UTILITIES COMMISSION (“WUC”) 2020-2025 BUSINESS PLAN AND 2020 OPERATING AND CAPITAL BUDGETS

There was a discussion over the water consumption trend; a Commissioner requested that a sensitivity analysis of the reduced volumes be brought forward to the Board for information purposes.

Moved and seconded

That the WUC 2020-2025 Business Plan and 2020 Operating and Capital Budgets be received;

That the WUC Schedule A for By-Law Number 94, including a 3.8% water rate increase consistent with the 6 year water plan submitted previously to the MOE, be recommended to the WUC Board of Commissioners for approval;

That the WUC Commission remuneration be recommended to the WUC Board of Commissioners for approval to include an inflationary increase of 2% from \$8,160 to \$8,323,

And that the WUC 2020-2025 Business Plan and the 2020 Operating and Capital Budgets be recommended to the WUC Board of Commissioners for approval.

-CARRIED

IN CAMERA SESSION

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 June 5, 2019

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

-CARRIED

In camera session commenced at 11:26 a.m.

In camera session concluded at 11:28 a.m.

The public Committee meeting reconvened at 11:28 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 June 5, 2019 be approved.

-CARRIED

OTHER BUSINESS

A Commissioner asked for an update on Fluoride regarding the timing and type that will be used, the VP of Water advised that implementation is on track and is expected to be completed by late 2020 and that options for the specific additive are being examined.

MEETING TERMINATION

Moved and seconded

That the meeting be terminated.

-CARRIED

Meeting terminated at 11:34 a.m.

Recording Secretary

Chair

Attachments (1): Appendix A: Presentation to Windsor Utilities Commission 2019 Sinking Fund Review Regulatory Accounting Presentation, dated September 12, 2019