

**WINDSOR UTILITIES COMMISSION
BOARD OF COMMISSIONERS MEETING
PUBLIC MEETING MINUTES
WEDNESDAY, SEPTEMBER 27, 2023**

A public meeting of the Windsor Utilities Commission Board of Commissioners was held on Wednesday, September 27, 2023, at 4545 Rhodes Drive, Windsor, Ontario and via Zoom Conference call.

ATTENDANCE

Commissioners: Kieran McKenzie (Chair), Doug Lawson, Jim Morrison, Ed Sleiman, Gary Kaschak, Mario Sonego, Onorio Colucci, Egidio Sovran

Management: President & CEO G. Rossi; VP Business Development K. Taylor; VP Corporate Services & CFO M. Carlini; VP Water Operations R. Spagnuolo; VP Customer Care and Corporate Operations P. Gleason; VP Hydro Operations J. Brown; Director of Finance G. Boose; Director of Procurement and Supply Chain R. McIntyre; Director Operations (Water) D. Melnyk; Director of Information Technology M. Vinhaes; Director Engineering (Water) C. Manzon; Director Customer Care January LaPlante-Lane; Controller B. Pougnet; Manager Corporate Communications and Public Relations C. Beliciu; Governance and Records Coordinator A. Pelaccia; Project Management Business Development, N. Anderson;

Guests: Tony Ardovini, City of Windsor

Regrets: None

CALL TO ORDER & DECLARATION OF CONFLICTS OF INTEREST

The Chair, noting quorum, called the meeting to order at 12:31 p.m.

No conflicts of interest were declared.

CONSENT AGENDA

Moved and seconded

That the following Consent Agenda items be approved as recommended:

3.1 THAT the WUC Board Public Meeting Minutes of June 21, 2023 BE

APPROVED.

-CARRIED

COMMUNICATION AGENDA

A Board Member provided an overview of report 4.1, Report of the Chair of the WUC Audit and Finance Committee.

The President & CEO provided an overview of item 4.3, ENWIN President and CEO Report.

The VP Water Operations provided an overview of item 4.9, By-Law #94 Revision – Update.

The VP Water Operations provided an overview of item 4.10, 2023 Annual Water Audit Reports.

The President & CEO noted the locates joint venture between EWE and Essex Energy, Enertrace Services Ltd., when discussing item 4.12, Locate Services – Contract Increase.

Moved and seconded

That the following In Camera Communication Agenda items be received as recommended:

- 4.1 Report of the Chair of the WUC Audit and Finance Committee
- 4.2 Draft WUC Audit and Finance Committee Meeting Minutes of September 13, 2023
- 4.3 ENWIN President and CEO Report
- 4.4 WUC Financial and Corporate Compliance for Quarter Ending Q2, 2023
- 4.5 Open Legal Actions: Semi-Annual Update (as of June 30, 2023)
- 4.6 WUC Q2 2023 Financial Review
- 4.7 WUC Sinking Fund Update
- 4.8 Water Operations
- 4.9 By-Law #94 Revision – Update
- 4.10 2023 Annual Water Audit Reports
- 4.11 Contract Approval Summary – Water
- 4.12 Locate Services – Contract Increase
- 4.13 A.H. Weeks Water Treatment Plant – New Potable Water Feed
- 4.14 Customer Care & Corporate Operations
- 4.15 2020-2024 Strategic Plan Progress
- 4.16 WUC Board of Commissioners Annual Work Plan
- 4.17 WUC Initiatives Tracking (Complete)
- 4.18 ENWIN Corporate Entities and WUC 2023 Meeting Dates

-CARRIED

EXECUTIVE REPORTS

5.1 2024 BOARD AND COMMITTEE MEETING SCHEDULE

Moved and seconded
THAT the proposed 2024 Board and Committee Meeting Schedule BE APPROVED and IMPLEMENTED.

-CARRIED

5.2 WUC WATER SYSTEM MASTER PLAN 2023 UPDATE REVIEW

Moved and seconded
THAT the WUC Water System Master Plan 2023 Update Review report BE APPROVED per the recommendation from the WUC Audit & Finance Committee.

-CARRIED

5.3 WATER SYSTEM FINANCIAL PLAN PROPOSAL

Moved and seconded
THAT the Water System Financial Plan Proposal BE RECEIVED for information;

AND THAT the Water System Financial Plan Proposal report be APPROVED.

-CARRIED

5.4 WUC 2024 BUSINESS PLAN INCLUDING THE OPERATING AND CAPITAL BUDGET

Moved and seconded
THAT the WUC 2024 Business Plan including the Operating and Capital Budgets BE RECEIVED for information;

AND THAT the Windsor Utilities Commission annual commissioner remuneration BE APPROVED to increase by 3% from \$8,832 to \$9,097, subject to submission to and alternative comment by Windsor Canada Utilities Ltd.

AND THAT the WUC 2024 Business Plan including the Operating and Capital Budgets BE APPROVED as recommended by the WUC Audit and Finance Committee.

AND THAT management has authority to spend up to \$10 million in capital spending for 2024 if the budget approval is deferred.

-CARRIED

IN CAMERA SESSION

Moved and seconded

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

6.1 Report of the Chair of the WUC Audit and Finance Committee (Verbal Report)
s. 239(2)(e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.

6.2 WUC Board of Commissioners Meeting In Camera Minutes of September 13, 2023
s. 239(2)(i) scientific, technical, commercial, financial or labour relations information, supplied in confidence to the board, which if disclosed could reasonably be expected to prejudice significantly the competitive position of a person or organization.

6.3 Environmental Emergencies Regulations*
s. 239(2)(a) the security of the property of the municipality or local board

6.4 Cyber Security Update
s. 239(2)(a) the security of the property of the municipality or local board.

6.5 LaSalle Wholesale Water Supply Agreement Negotiations Update
s. 239(2)(i) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person.

6.6 2024-2028 WUC Strategic Plan
s. 239(2)(i) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person.

-CARRIED

The In Camera session commenced at 1:04 p.m. Commissioner Kaschak left the meeting at 1:04 p.m.

The In Camera session concluded at 1:24 p.m.

RESUME PUBLIC MEETING SESSION

Moved and seconded
That the Commission 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 Report of the Chair of the WUC Audit and Finance Committee be received.

-CARRIED

Moved and seconded

THAT the WUC Board of Commissioners Meeting In Camera Minutes of September 13, 2023 be received.

-CARRIED

Moved and seconded

THAT Environmental Emergencies Regulations report be received.

-CARRIED

Moved and seconded

THAT the Cyber Security Update report be received.

-CARRIED

Moved and seconded

THAT THAT the LaSalle Wholesale Water Supply Agreement Negotiations Update report BE RECEIVED and approved as recommended.

-CARRIED

Moved and seconded

THAT the 2024-2028 WUC Strategic Plan BE RECEIVED and APPROVED as recommended.

-CARRIED

OTHER BUSINESS

None noted.

MEETING TERMINATION

Moved and seconded

That the meeting be terminated.

-CARRIED

Meeting terminated at 1:25 p.m.

Recording Secretary

Board Chair