

**WINDSOR UTILITIES COMMISSION**  
**AUDIT AND FINANCE COMMITTEE**  
**PUBLIC MEETING MINUTES FOR THE PUBLIC MEETING HELD**  
**WEDNESDAY, JUNE 5, 2024**

A public meeting of the Windsor Utilities Commission Audit & Finance Committee was held on Wednesday, June 5, 2024 via Zoom Conference call due.

**ATTENDANCE:**

Commissioners: Egidio Sovran (Chair), Onorio Colucci, Robert Feldmann, Gary Kaschak, Jim Morrison

EWU Management: President & CEO, G. Rossi, Chief Financial Officer, M. Carlini, Directory of Procurement and Supply Chain, R. McIntyre, Chief Operating Officer - Water, R. Spagnuolo, Chief Business Development Officer, K. Taylor; Chief Risk Officer, P. Gleason; Director Finance, G. Boose; Chief People Officer, M. Bonnici; Director of Regulatory Affairs, C. Bebbington; Governance and Records Coordinator, A. Pelaccia

Guests: None

Regrets: None

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

The Chair noting quorum called the public meeting to order at 12:32 p.m.

**CONSENT AGENDA**

Moved and seconded

THAT the following Consent Agenda item BE APPROVED as recommended.

- 3.1 THAT the WUC Audit & Finance Committee Meeting Minutes of April 10, 2024 be approved.

**-CARRIED**

## **COMMUNICATION AGENDA**

The Director of Regulatory Affairs reviewed item 4.1, Regulatory Affairs Update – Water. She highlighted a water quality incident that was briefly discussed at the previous board meeting and confirmed that lab results have indicated no concerns. The water quality issue was likely a false positive that could be due to sampling error.

A Committee member asked about the process for serious incidents and if there has ever been a situation where water was required to be shut off due to quality issues. The Director of Regulatory affairs confirmed that there is a strict procedure to follow to ensure water quality and safety for residents with a communication protocol. The President & CEO indicated that water quality instances have been rare, and estimated the last instance may have been approximately 7 years ago when a boil water advisory was issued for a specific neighbourhood. This can occur if there is loss of pressure in the pipe and ENWIN follows a protocol to advise the public. The Committee Members thanked Management for the update.

The Chief Financial Officer reviewed item 4.3, WUC Q1 2024 Financial Review, and indicated that the overall quarterly outlook remains positive. He discussed increased revenue over the budgeted projection. Operating costs also remained favourable, but it is anticipated that this variance will narrow during the rest of the year due to timing. Capital projects have been delayed and operating costs are expected to normalize as these projects are completed during the year. The sinking fund also remains in a positive overall position. A Committee Member inquired about the noted \$500,000 for development charges anticipated from the City and asked about the process related to same. A Committee Member confirmed that the City has reserves for this fund that is available for WUC, as it is a growth-related charge. The City is contacted, and the funds are then provided to WUC.

Moved and seconded

THAT the following Communication Agenda items BE RECEIVED as recommended.

- 4.1 Regulatory Affairs Update – Water
- 4.2 WUC Financial and Corporate Compliance for Quarter Ending Q1 2024
- 4.3 WUC Q1 2024 Financial Review
- 4.4 WUC Initiatives Tracking

**-CARRIED**

## **ENWIN EXECUTIVE REPORTS**

None noted.

## **IN CAMERA SESSION**

Moved and seconded

THAT the Committee be directed to move in camera for the purpose of consideration of the following items of business pursuant to section 239(2) of the *Municipal Act*:

6.1 WUC Audit & Finance Committee In Camera Meeting Minutes of April 10, 2024

*s. 239(2)(e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.*

6.2 Cyber Security Update

*s. 239(2)(a) the security of the property of the municipality or local board; and*

6.3 2024 Enterprise Risk Management

*s. 239(2)(a) the security of the property of the municipality or local board; and*

*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, group of persons, or organization.*

**-CARRIED**

The In Camera session commenced at 1:08 PM.

## **RESUME PUBLIC MEETING SESSION**

Moved and seconded

THAT the Committee move TO RESUME the public meeting session.

**-CARRIED**

The Public Committee meeting reconvened at 1:08 p.m.

## **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 10, 2024 BE APPROVED as recommended.

**-CARRIED**

Moved and seconded

THAT the Cyber Security Update report BE RECEIVED.

**-CARRIED**

Moved and seconded

THAT the Contract Approval – OTP Demolition BE RECEIVED as recommended.

**-CARRIED**

## **OTHER BUSINESS**

A Committee Member discussed the upcoming public information sessions on June 12, 2024 regarding storm water and sewer water. Management confirmed that ENWIN representatives will be available at the session for any questions, as ENWIN will become the billing agent on behalf of the City of Windsor.

The Chief Operations Officer – Water informed the Committee that the Wholesale Water Agreement has been signed by the Town of LaSalle. ENWIN is expected to sign this week. An update will be provided at the next Board meeting once it has been completed.

## **TERMINATION**

Moved and seconded.

THAT the meeting BE TERMINATED.

**-CARRIED**

The meeting terminated at 1:12 p.m.

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Recording Secretary

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Committee Chair