

**WINDSOR UTILITIES COMMISSION**  
**AUDIT AND FINANCE COMMITTEE**  
**PUBLIC MEETING NOTES FOR THE PUBLIC MEETING HELD**  
**WEDNESDAY, SEPTEMBER 14, 2022**

A public meeting of the Windsor Utilities Commission Audit & Finance Committee was held on Wednesday, September 14, 2022 via Zoom Conference.

**ATTENDANCE:**

Members: Gid Sovran [Chair], Doug Lawson

Management: President & CEO, H. Reidel, VP Corporate Services & CFO, M. Carlini, VP Water Operations, G. Rossi, VP of Hydro Operations, J. Brown, VP Business Development, K. Taylor; VP Customer Care & Corporate Operations, P. Gleason, Director of Finance, G. Boose, Controller, B. Pougnet; Director of Regulatory Affairs and Corporate Secretary, C. Bebbington; Director of Engineering (Water), C. Manzon; Director of Purchasing and Supply Chain, R. McIntyre; Coordinator of Corporate Initiatives N. Anderson; and Governance and Records Coordinator, A. Pelaccia.

Guests: T. Ardovini, City of Windsor

Regrets: Julian Hawkins, Jim Morrison

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

As quorum was not reached, the Committee agreed to proceed with a general review of the Committee Materials. The meeting commenced at 11:05 a.m.

**CONSENT AGENDA**

The following Consent Agenda items were reviewed:

- 3.1 WUC Audit & Finance Committee Public Meeting Minutes of June 8, 2022.

**COMMUNICATION AGENDA**

The following Communication Agenda items were reviewed:

- 4.1 WUC Financial and Corporate Compliance for Quarter Ending Q2, 2022
- 4.2 WUC Sinking Fund Update

- 4.3 Annual Water Audit Reports
- 4.4 WUC Initiatives Tracking
- 4.5 WUC Audit & Finance Committee Annual Work Plan
- 4.6 ENWIN Group and WUC 2022 Meeting Schedule

The VP Corporate Services & CFO discussed item 4.2, WUC Sinking Fund Update. The DEW sale funds were invested. The fund is concerned to be performing well considering the volatility. It was recommended to continue to stay the course to see benefits in long-term investment.

The VP Water Operations and Director of Engineering (Water), reviewed item 4.3, Annual Water Audit Reports. It was noted that the Auditor commented on how well the system was performing and were complimentary of how well the team has worked.

## **ENWIN EXECUTIVE REPORTS**

The following Executive Report Agenda items were reviewed:

### **5.1 PROPERTY, PLANT AND EQUIPMENT (“PP&E”) AND INTANGIBLE ASSET POLICY**

The Committee reviewed the report and the following recommendation:  
THAT the Property, Plant and Equipment (“PP&E”) and Intangible Asset Policy (Capitalization Policy) report BE RECEIVED for information;

AND THAT the Property, Plant and Equipment (“PP&E”) and Intangible Asset Policy attached in Appendix A be recommended to the WUC Board of Commissioners to BE ADOPTED.

### **5.2 WUC Q2 2022 FINANCIAL REVIEW**

The Committee reviewed the report and the following recommendation:  
THAT the WUC Q2 2022 Financial Review BE RECEIVED for information and BE RECOMMENDED to the Windsor Utilities Commission Board of Commissioners for receipt.

The VP Corporate Services & CFO reviewed highlights of the report. Operating expenses remain very close to budget, and liquidity remains strong.

A Commissioner noted that large fluctuations in the operating statements can make the financial summary appear more favourable. Management confirmed that they are working to isolate the link to see true operating expenses. However, it was noted that under IFRS guidelines, it was still required to report true balances on audit statements.

### **5.3 PRESENTATION – 2023 OPERATING AND CAPITAL BUDGETS**

The Committee reviewed the presentation and the following recommendation:  
THAT the Presentation – 2023 Operating and Capital Budgets BE RECEIVED.

The VP Corporate Services & CFO presented to the Committee regarding consumption, operating expenses, capital, liquidity, and projected rate impacted in 2024-2028.

A Commissioner commented that operating expenses should remain aligned with operating needs to avoid continued increases.

### **5.4 WUC 2023 BUSINESS PLAN INCLUDING THE OPERATING AND CAPITAL BUDGETS**

The Committee reviewed the report and the following recommendation:  
THAT the WUC 2023 Business Plan including the Operating and Capital Budgets report BE RECEIVED;

THAT the WUC Schedule A for By-Law Number 94, including a 3.8% water rate increase be recommended to the WUC Board of Commissioners for approval.

THAT the WUC Miscellaneous Charge Schedule for By-Law Number 94 be recommended to the WUC Board of Commissioners for approval.

THAT the WUC Commission annual commissioner remuneration be recommended to the WUC Board of Commissioners for approval to include an inflationary increase of 2% from \$8,659 to \$8,832.

AND THAT the WUC 2023 Operating and Capital Budgets be recommended to the WUC Board of Commissioners FOR APPROVAL.

The meeting terminated at 11:46 a.m.

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Recording Secretary

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Committee Chair