

WINDSOR UTILITIES COMMISSION
AUDIT AND FINANCE COMMITTEE
PUBLIC MEETING MINUTES FOR THE PUBLIC MEETING HELD
WEDNESDAY, NOVEMBER 8, 2023

A public meeting of the Windsor Utilities Commission Audit & Finance Committee was held on Wednesday, November 8, 2023 via Zoom Conference call due.

ATTENDANCE:

Commissioners: Egidio Sovran (Chair), Doug Lawson, Jim Morrison, Onorio Colucci, Gary Kaschak

EWU Management: President & CEO G. Rossi; VP Business Development Kris Taylor; VP Corporate Services & CFO M. Carlini; VP Water Operations R. Spagnuolo; VP Customer Care & Corporate Operations P. Gleason; Director People, Safety and Culture Michelle Bonnici; Director Finance G. Boose; Project Manager Business Development N. Anderson; Governance and Records Coordinator A. Pelaccia;

Guests: Tony Ardovini, City of Windsor
Cynthia Swift, KPMG

Regrets: None

CALL TO ORDER & DECLARATION OF CONFLICTS OF INTEREST

The Chair noting quorum called the public meeting to order at 12:28 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 September 13, 2023 be approved.

-CARRIED

COMMUNICATION AGENDA

The VP Corporate Services & CFO provided an overview of item 4.1, WUC Financial and Corporate Compliance for Quarter Ending Q3, 2023 and item 4.2, WUC Q3 2023 Financial Review. He provided clarity on the late payments and collection fees for a Commissioner who inquired about this budget line and informed him that the Company's exposure to bad debt is limited.

The Auditor provided an overview of item 4.3, WUC Audit Planning Report – 2023. She informed the Commissioners that they will stay abreast of any upcoming Environmental, Social and Governmental-related risks. The Auditor left the meeting at 12:40pm.

Moved and seconded

THAT the following Communication Agenda items BE RECEIVED as recommended.

- 4.1 WUC Financial and Corporate Compliance for Quarter Ending Q3, 2023
- 4.2 WUC Q3 2023 Financial Review
- 4.3 WUC Audit Planning Report - 2023
- 4.4 2023 Annual MECP Inspection Report
- 4.5 WUC Initiatives Tracking
- 4.6 WUC Audit & Finance Committee Annual Work Plan
- 4.7 ENWIN Group and WUC 2023 Meeting Schedule
- 4.8 ENWIN Group and WUC 2024 Meeting Schedule

-CARRIED

ENWIN EXECUTIVE REPORTS

5.1 BY-LAW #94 REVISION UPDATE

Moved and seconded

THAT the Audit & Finance Committee RECEIVE the draft update of By-Law #94 and that the report BE RECOMMENDED to the WUC Board of Commissioners for approval, subject to any recommended changes.

-CARRIED

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*:

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

-CARRIED

The In Camera session commenced at 12:41PM.

RESUME PUBLIC MEETING SESSION

Moved and seconded
THAT the Committee move TO RESUME the public meeting session.

-CARRIED

The Public Committee meeting reconvened at 12:51 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 September 13, 2023 BE APPROVED as recommended.

6.1 WUC Audit & Finance Committee In Camera Meeting Minutes of September 13, 2023

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

-CARRIED

OTHER BUSINESS

A Commissioner inquired about recruitment process for an upcoming vacancy on the Commission. Management confirmed that the Independent Commissioners on the Board have staggered terms, and that each year, the term of one Commissioner will end. This will result in an annual recruitment process. The Commission was informed that the process was reviewed with the WUC Governance Committee, and an update will be provided at the upcoming Board meeting.

TERMINATION

Moved and seconded.
THAT the meeting BE TERMINATED.

-CARRIED

The meeting terminated at 12:52 p.m.

Recording Secretary

Committee Chair