



Date and Time:	Public Utilities Commission Thursday October 28, 2021 – 4:30 p.m.	
Location:	Via Zoom Conference	
Members Present:	Mark Howson – Chair Dave Zuccato	Musa Onyuna Christian Provenzano
Staff Present:	Rob Brewer, President & CEO Kelly McLellan, VP Finance & Corporate Support Claudio Stefano, VP Operations & Engineering Mark Faught, Director, Finance Andrew Hallett,	Kevin Bell, VP Customer Engagement & Business Development Jairus Patterson, Communications Coordinator Mikaela McDermid, Finance Executive Assistant
Guests:	D. Helwig, Village Media	
Absent:	Sandra Hollingsworth	

1.0 CALL TO ORDER

M. Howson, Chair called the meeting to order at 4:31 p.m.

2.0 APPROVAL OF AGENDA

On a **MOTION** moved by M. Onyuna, seconded by D. Zuccato, and carried,
The Board approved the agenda as presented.

3.0 CONFLICTS OF INTEREST

No conflicts were declared.

4.0 SAFETY MOMENT

M. Howson shared a safety moment on winter driving reminding everyone in attendance that is getting to that time of year when we need to adjust our thinking and give ourselves extra time to get where we need to go.

5.0 OPEN SESSION MINUTES – SEPTEMBER 16, 2021

On a **MOTION** moved by M. Onyuna, seconded by D. Zuccato, and carried,
The Commission approved the open session minutes dated September 16, 2021.

6.0 BUSINESS AIRING FROM MINUTES

None noted.

7.0 OPEN SESSION ITEMS

7.1 2021 Q3 Financial Results

M. Faught reviewed Q3 Financial results.

Highlighting:

- YTD operating surplus of \$5.4M.
 - Increase in revenue due to higher than expected new residential development.
 - Lower operating expenses due to reduced watermain and hydrant maintenance as well as some staff vacancies.
 - Increased operating surplus will feed into 2022 capital budget.
- Capital \$1.5M of \$7.7M budget spent
 - As construction season wraps up, an influx of invoices will be processed and paid in Q4.
 - Expecting to spend full capital budget.

Questions/ Discussion

In response to Board inquires, staff advised that they are expecting all capital projects to be at or near budget. C. Stefano will provide a detailed update on capital projects during the operations update.

There was a conversation around overall price increases due to Covid 19 and the effects that, that may have on rates. It was advised that staff will not be making any recommendations on rates until the budget is presented, additionally all recommendations will be based on the financial plan from KPMG.

7.2 Operations Update

C. Stefano provided an operations update on the capital projects for the year, highlighting.

- Open cut watermain replacement projects
 - Two capital projects on going in 2021
 - Mark St project is complete (Includes 290 m of watermain, 24 services and 3 hydrants)
 - Thorneloe Crescent near completion (includes 350 m of watermain, 11 services and 1 hydrant)
- CIPP trenchless projects
 - Four capital projects ongoing for a total of 1.24 km of watermain and 5 hydrants
 - Locations include Meadow Park Crescent, Loraine Ave., and MacDonald Ave. (Pim St-Fauquier)
 - Total budget \$2.7M, expected to come in at \$2.4M, savings will be utilized for SIPP projects
- SIPP trenchless projects
 - Projects completed include Second Line W (Cooper - Edison), Vivian Ave, Murton Ave. (south section)
 - Staff presented a video showing the process of completing a spray in place lining project
 - Largest project saw 170 meters lined and returned to service in one day
 - Customers are on a boil water advisory while water sample testing is pending, at this time customers are provided with bottled water
 - Residents are well informed and prepared prior to service interruptions for SIPP process

- Zone 2 booster station
 - Multi year project expected to be completed by the end of this year
 - Upgraded motor control center, backup diesel generator, 4 motor assisted pump line ups, isolated valves, and SCADA system

Questions/ Discussion

Staff advised the Board that the expected life of the new pumps at the Zone 2 booster station is 20 years.

7.3 President’s Report

R. Brewer reviewed the report for the Commission. Highlighting:

- Health and safety
 - 950 days without a lost time incident
 - Reportable incidents are trending in line with last year and lower than 2019
 - 1 medical aid (NLT) incident, 13 first aid and 14 near miss incidents
- My PUC APP
 - Incentive program for customers to sign up for my PUC app. This is part of our paperless initiative as the app provides an electronic bill
 - The app provides timely information regarding outages and consumption
- PUC in the Community
 - Promoting community safety – safety video shared for streetlight/ Halloween safety
 - PUC Donation Committee has presented donations to Grocer 4 Good, Sault Cycling Club and Sault Search and Rescue

Questions/ Comments

None noted.

7.4 COVID Update

R. Brewer updated the Board noting that, employees will be returning to the office in the New Year. The return to office date was pushed to the new year, out of an abundance of caution at the start of the 4th wave. Staff working from home has been going well so there was no need to unnecessarily rush the return to the office.

8.0 CLOSED SESSION MINUTES – N/A

Not applicable

9.0 BUSINESS ARISING FROM THE MINUTES – N/A

Not applicable

10.0 CLOSED SESSION ITEMS

On a **MOTION** moved by M. Onyuna, seconded by D. Zuccato, and carried,

The Commission moved into Closed Session to discuss personnel matters.

The Commission held an in-camera Closed Session at 5:04 p.m.

On a **MOTION** moved by D. Zuccato, seconded by M. Onyuna, and carried,
The Commission returned to Open Session at 5:25 p.m.

11.0 NEW BUSINESS

None noted

12.0 Next Meeting

December 15, 2021

13.0 CLOSED SESSION WITHOUT STAFF

Not required.

14.0 ADJOURNMENT

On a **MOTION** moved by D. Zuccato, seconded by M. Onyuna, and carried,
The meeting was adjourned at 5:26 p.m.

Chair

Secretary