



Date and Time:	Public Utilities Commission Wednesday April 6, 2022 – 4:30 p.m.	
Location:	Via Zoom Conference	
Members Present:	Mark Howson – Chair Dave Zuccato	Musa Onyuna Sandra Hollingsworth
Staff Present:	Rob Brewer, President & CEO Claudio Stefano, Executive Lead, Operations & Engineering Mark Faught, Director, Finance Carla Buckner, Manager, Water Treatment	Kevin Bell, VP Customer Engagement & Business Development Guillaume Vachon, VP, Operations & Engineering Jairus Patterson, Communications Coordinator Trina Avery, Executive Assistant
Guests:	D. Helwig, Village Media – joined meeting at 5:10 p.m.	
Absent:	Corey Gardi	

1.0 CALL TO ORDER

M. Howson, Chair called the meeting to order at 4:30 p.m.

2.0 APPROVAL OF AGENDA

On a **MOTION** moved by S. Hollingsworth, 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 regarding Covid/testing. Noting that this is now a constant in our minds about being safe in group settings.

5.0 OPEN SESSION MINUTES – December 15, 2021

On a **MOTION** moved by D. Zuccato, seconded by M. Onyuna, and carried, **The Commission approved the open session minutes dated December 15, 2021.**

6.0 BUSINESS ARISING FROM MINUTES

None noted.

7.0 OPEN SESSION ITEMS

7.1 2021 Audited Financial Statements

M. Faught provided a brief review of the 2021 Audited Financial Statements. Highlighting:

- 2021 Audit and Review Process
 - KPMG Audit Work
 - Risk and Resources Committee Meeting – March 23, 2022
 - PUC Services Inc. Board Meeting – March 30, 2022
 - There were no significant findings, no control deficiencies, and no material misstatements
- Operating Margin - \$6.7M
- Capital Investments - \$7.1M

Questions/ Discussion

S. Hollingsworth asked about giving back to the community, and if there was something in the statements to talk about goodwill or donations etc.?

M. Faught noted that in terms of what PUC does in the community it is not filtered through the Commission, more taken care of through the other entities so this would not be seen in the audited statements.

R. Brewer stated that the PUC group of companies donates on behalf of all of them through PUC Inc. Last year, Council authorized an increase in the donation limit to \$100,000. We didn't use all the allotment last year. There were some key needs and community focused initiatives that we assisted with. It goes through PUC Inc., and we are capped at \$100,000.

M. Onyuna suggested that PUC consider lending a hand in the community for assisted living. That this potentially could be an area PUC can consider in the future.

On a **MOTION** moved by D. Zuccato, seconded by S. Hollingsworth, and carried,
The Board of Directors of the Commission approved the 2021 Audited Financial Statements of the Public Utilities Commission.

7.2 SSM Drinking Water System – 2021 Annual & Summary Report

C. Buckner presented highlighting the report for the Commission:

- The Annual and Summary Report has been prepared in accordance with Section 11 and Schedule 22 of Ontario Regulation 170/03.
- Sampling Programs were highlighted
- Annual Ministry Inspections – final inspection rating of 100% with zero non-compliances.
- Production rates at the WTP and wells reviewed. Average Day Flows for 2021, in line with the 10-year history.

Questions/Discussion:

M. Onyuna asked about the process when an abnormal sample is taken, and a repeat is conducted.

C. Buckner noted that in that instance one sample had a presence of total coliform which was believed to be a sampling error. A resample is taken in those instances to confirm the water system was safe.

S. Hollingsworth asked how the firm is chosen for the audit? Currently we use SAI Global international.

C. Buckner noted that there are 2 companies in Ontario that conduct the auditing. The audit firm is appointed to us by the Ministry of Environment. We have had this firm for the past decade. The audit is done every year. It is called a surveillance audit. Every 3rd year they do an onsite audit.

C. Stefano clarified that they are the auditor for the DWQMS Standard. Annually an internal audit is conducted as well as the external audit is completed.

7.3 Drinking Water Quality Management Standard (DWQMS) Report to Owner

C. Buckner presented highlighting the report for the Commission:

- Management review was held.
- Operated well within compliance limits. Final inspection rating of 100%.
- Completed Projects in 2021 – Zone 2 Booster Upgrade and Gros Cap Diesel tank replacement.
- Distribution Activity – 69 main breaks repaired. 5-year average is 75; Capital projects included SIPP, CIPP and watermain replacements.
- 10-year water production history reviewed.

Questions/Discussion:

S. Hollingworth asked about Pharmaceutical contaminants and if we have any comments on the increase of antibiotics or pharmaceutical contaminants that are being flushed into our wastewater?

C. Buckner noted that our local inspectors used to collect samples. They do try to go after new issues. For the Sault system however, they have not been sampling for these parameters. We are lucky to have the source water that we do.

7.4 President's Report

D. Helwig joined the meeting at 5:10 p.m.

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

- Health and Safety
 - 1122 days without a lost time incident.
- PUC in the Community
 - 2 employee skating days were held at the outdoor rink at The Mill.
- International Women's Day
 - March 8, 2022, recognizing the contributions Women have made at PUC.
 - Recognized by APH as a Public Health Champion in 2021
- PUC Fact Sheet Series
 - Smart Grid – following the meeting a pdf copy will be sent out.
- Financial Summary
 - 2022 is off to a good start financially. Increased revenue and lower expenses as budgeted resulting in a positive variance to net income.
 - Not a lot of activity on capital expenditures in the first few months of the year as is typical.
 - Cashflow Projections reviewed.
 - Aged Accounts Receivable reviewed.
 - Water Consumption Impacts highlighted.
- Covid Update
 - Return to the Office for staff has commenced in a phased in approach. April 4th and April 11th, 2022. Safety training is being provided to returning employees and masks remain mandatory for employees where physical distancing is not possible.

Questions/ Comments

S. Hollingsworth asked about assistance PUC provides to residents to replace lead service lines.
R. Brewer commented that every year we try to discover if there are homes with lead service lines that run from the watermain to the home. There is a portion that is owned by the Commission and a portion owned by the property owner. Anything that is our responsibility we repair, anything that is the responsibility of the homeowner we offer assistance by way of interest free loans, or we also have some innovative lining for service lines that will be rolling out in the coming years which would allow us to line any of those service lines with a polymer that is quick and safe. There are still issues in people's homes with their own plumbing and we will also go in and do testing if there are issues there as well. We are much further ahead than other communities.

S. Hollingsworth mentioned the tap mounted water filter.
R. Brewer noted that there are some residents where we have had issues getting the line replaced and, in those circumstances, we will provide with free filters. PUC has been working closely with the DSSAB group to help fund the equipment.

S. Hollingsworth commented on some issues in the east end from residents who are having staining on their appliances etc. from the water.
R. Brewer noted that staff are happy to have a detailed conversation on that.

D. Zuccato noted that the fact sheets are a great idea and asked if they are on the website.
R. Brewer responded that if they are not already up, they will be posted.

M. Onyuna asked about requests for water testing in homes. Can residents just contact PUC to have water tested?
C. Buckner noted that yes if there is a concern for water quality, we will send staff to take sample.

On a **MOTION** moved by D. Zuccato, seconded by M. Onyuna, and carried,
The Commission moved into Closed Session to discuss personnel matters.

The Commission held an in-camera Closed Session at 5:24 p.m.

On a **MOTION** moved by D. Zuccato, seconded by M. Onyuna, and carried,
The Commission returned to Open Session at 5:29 p.m.

8.0 NEW BUSINESS

N/A

9.0 Next Meeting

May 11, 2022

Zoom will be the format for the May meeting.

ACTION: It was noted that at the next meeting an agenda item will be added to discuss the logistics of future meetings. Whether they will be held in person, via Zoom or a hybrid.

10.0 CLOSED SESSION WITHOUT STAFF

Not required.

11.0 ADJOURNMENT

On a **MOTION** moved by S. Hollingsworth, seconded by M. Onyuna, and carried,
The meeting was adjourned at 5:35 p.m.



Chair



Secretary