



<b>Date and Time:</b>	<b>Public Utilities Commission Friday April 26, 2024 – 12:00 p.m.</b>	
<b>Location:</b>	<b>Hybrid: Zoom/500 Second Line East</b>	
<b>Members Present:</b>	Mark Howson Sandra Hollingsworth	Chris Graham
<b>Staff Present:</b>	Rob Brewer, President & CEO Mark Faught, VP Corporate Services Robert Battisti, CFO Sarah McLeod, VP People, Culture & Brand	Jairus Patterson, Supervisor, Communications Stephanie Morin, Finance Executive Assistant Brooke Suurna, Director Water Ops Carla Buckner, Manager Water Treatment
<b>Guests:</b>	David Helwig – Soo Today	Chris Pomeroy – KPMG
<b>Absent:</b>	Corey Gardi	Musa Onyuna

**1.0 CALL TO ORDER**

M. Howson called the meeting to order at 12:00 p.m.

**2.0 APPROVAL OF AGENDA**

On a **MOTION** moved by C. Graham, seconded by S. Hollingsworth, and carried,  
**The Commission approved the agenda as presented.**

**3.0 CONFLICTS OF INTEREST**

No conflicts were declared.

**4.0 SAFETY MOMENT**

B. Suurna shared a safety moment concerning adding lighting to VAC trucks and service vehicles to ensure they are as visible as possible. He also noted that due to the time of year children are playing on the roads and drivers should remain cautious.

**5.0 OPEN SESSION MINUTES – December 1, 2023**

On a **MOTION** moved by S. Hollingsworth, seconded by C. Graham, and carried,  
**The Commission approved the open session minutes dated December 1, 2023.**

**6.0 BUSINESS ARISING FROM MINUTES**

None noted.

**7.0 OPEN SESSION ITEMS**

**7.1 2023 Year-End Financial Results**

R. Battisti welcomed C. Pomeroy, Audit Senior Manager, of KPMG. C. Pomeroy noted the audit was completed successfully; with a clean report dated April 1, 2024. No significant changes, and no audit differences or issues were found. The final statements have been issued.

#### Questions/ Discussion

M. Howson asked the Commission if they required a closed session with KPMG. The members agreed no closed session is required.

On a **MOTION** moved by C. Graham, seconded by S. Hollingsworth, and carried,  
**The Public Utilities Commission accepts as information the attached 2023 audited financial results.**

### **7.2 Q1 Financial Results**

R. Battisti presented the Q1 financial results as provided in the package.

#### Questions/ Discussion

C. Graham inquired into the water main break rate and the effect on the budget. B. Suurna noted that the amount water main breaks directly correlate to the severity of the winter. The budget is developed on a running 5-year average.

On a **MOTION** moved C. Graham, second by S. Hollingsworth, and carried,  
**The Public Utilities Commission of the City of Sault Ste. Marie accepts as information the Q1 financial results.**

### **7.3 SSM Drinking Water System – 2023 Annual & Summary Report**

C. Buckner presented the Drinking Water System 2023 Annual & Summary Report as provided in the package. Highlights include:

- 100% final inspection rating and zero non-compliances from the Ministry of Environment, Conservation and Parks (“MECP”) Annual Inspection
- Production rates at the water treatment plant and wells were maintained below the rated capacity for each.

#### Questions/Discussions:

The Commission held a discussion surrounding change in flows and maintaining the Lorna well.

### **7.4 Drinking Water Quality Management System Report to Owner 2023**

C. Buckner presented the Drinking Water Quality Management System (“DWQMS”) report to owner as provided in the package. Highlights include:

- 2023 Annual audits, both internal and external, revealed zero non-conformances.
- Drinking water system improvements to the Water Treatment Plant, Goulais Pump Station, Steelton Pump Station, and Zone 2 Booster.

- Watermain improvements to the Merrifield Development, Wemyss St., Blake Ave., Biggins St., CIPP Lining (Chikora, Griffon, and Williams) and SIPP Lining (Turner, Northwood, Victor Emanuel, and Tilley).
- No significant changes in drinking water quality or quantity 10-year average day flow.

Questions/ Discussions:

None noted.

## **7.5 Operation's Update**

B. Suurna presented the operations report. Highlights include:

- The final report from MECP indicates 100% compliance and no recommendations.
- Ongoing activities, including unidirectional flushing has begun in the east end, fire hydrant flow testing and test operations, and dead-end flushing.
- 2024 capital jobs are at various stages of design and tendering.

Questions/Discussion:

The Commission held a discussion surrounding types of water main breaks, causes, and repair strategies.

## **7.6 President's Report**

R. Brewer reviewed the report for the Commission. Highlights include:

**Employees:**

- Trending favorably with respect to safety, focusing on medium- and high-risk incidents.
- PUC recognized as one of Canada's Top Small/Medium Employers.
- Mental Health Week May 6-10, 2024.

**Customers:**

- World Water Day in March, open house at the Water Treatment Plant was well received.
- Active in job fairs to drive long-term interest in careers in utilities industry.

**Shareholder:**

- Water Treatment Plant Tour with Mayor Shoemaker.
- Continuing activity with community donations, donating to grass-roots organizations with direct impact in the community.

## **8.0 NEW BUSINESS**

None noted.

## **9.0 Next Meeting – October 4, 2024**

**10.0 ADJOURNMENT**

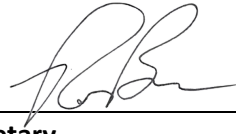
The open meeting was adjourned at 12:57.

**11.0 CLOSED SESSION**

No closed session required.



**Chair**



**Secretary**