



REGULAR

**PLANNING & OPERATIONS COMMITTEE MEETING
MINUTES**

Monday, September 28, 2009, 6:00 p.m. - CENTRAL OFFICE LOUNGE

Attendance

Trustees: M. Gazzola, S. Redmond, J. Furfaro, Rev. D. Noon, V. Dupuis, N. Anderson
Administration: R. Walton, D. Drone, T. McLennan, D. Duszczyszyn
Regrets: None
Guests: D. Tonin and H. Urie from Deloitte
D. Upadhy from Deloitte

1. Opening Prayer
The opening prayer was led by Rev. D. Noon
2. Declaration of Conflict of Interest
There were no declarations of conflict of interest
3. Additional Items
There were no additional items
4. Adoption of Agenda
Moved by M. Gazzola – Rev. D. Noon that the Agenda be adopted. Carried
5. Presentation – Year End Audit
D. Duszczyszyn welcomed D. Tonin and H. Urie from Deloitte who presented the Year-end Audit to the Committee. They spoke briefly on the summary of the responsibility of the Board and the responsibility of Deloitte. Discussion followed on the timelines required. It was discussed by the Committee that Deloitte make a change in their document to reflect that they report to the Board as a whole and not the Planning and Operations Committee.
6. In-Camera Agenda Item
Moved by Committee to move into In-Camera at 6:30 p.m. Carried
7. Regular Agenda Item
Moved by Committee of the Whole to return to Regular meeting at 7:30 p.m. Carried
8. Financial Interim Report – June 30th
T. McLennan presented the committee with the above document and indicated that a report will be presented to the Committee indicating financial and non-financial information on a monthly basis.

Motion to receive the Financial Interim Report – June 30th
Moved by M. Gazzola and St. Redmond Carried
9. Plant & Operations – Operational Review Items
R. Walton spoke on formalizing the Energy Management Plan for the Board by bringing it to the Planning and Operations Committee at future meetings. The Board will be looking at a 2% energy savings goal for the 2009-2010 year.

Operating Plan – R. Walton discussed document (Operating-Maintenance Plan) that he will be bringing forward to the Committee identifying high end items that require replacement at our sites such as roof, HVAC and window replacement, etc.

10. Adjournment
Moved by Rev. D. Noon – V. Dupuis that meeting by adjourned at 9 p.m.