

ELECTRIC UTILITY COMMISSION

April 11, 2017

2:00 p.m.

Committee Room #2, City Hall

MINUTES

VOTING MEMBERS PRESENT:

Len Kelsey	Commissioner & Chair
Don McLellan	Commissioner
Mayor Jonathan Cote	Commissioner
Councillor Bill Harper	Commissioner
Russell Smith	Commissioner
Jeff Law	Commissioner

STAFF:

Rod Carle	General Manager, Electric Utility
Nikolina Milic	Recording Secretary

GUEST(S):

Steve Faltas	Business Process Manager
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Regrets:

Lisa Spitale	Commissioner
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ADDITIONS / DELETIONS TO THE AGENDA

The Consent Agenda – Commission members may adopt in one motion all recommendations appearing on the Consent Agenda or, prior to the vote, request an item be removed from the Consent Agenda for debate or discussion, voting in opposition to a recommendation, or declaring a conflict of interest with an item.

MOVED and SECONDED

THAT items 2 & 4 be removed from the consent Agenda

CARRIED

All members of Commission present voted in favour of the motion.

ADOPTION OF MINUTES

1. **Motion to adopt the minutes of the regular meeting of the Electric Utility Commission held on January 17th, 2017**

MOVED and SECONDED

THAT the minutes of the Electric Utility Commission meeting held on January 17, 2017 be received and adopted.

All members of Commission voted in favour of the motion.

CARRIED

CONSENT AGENDA

3. **Customer Service Stats** – General Manager, Electric Utility Commission (Verbal up-date)
5. **New Westminster Substation Loading Data and BC Hydro Billing Analysis** – General Manager, Electric Utility Commission (Information Hand-out)

MOVED and SECONDED

THAT ITEMS 3 & 5 be received for information.

All members of Commission voted in favour of the motion.

CARRIED

ITEMS REMOVED FROM CONSENT AGENDA

2. **Financial Statement** – General Manager, Electric Utility Commission (Information Hand-out)

General Manager advised the Commission that there was a discrepancy on the year statements around Contract Services, finance advise him that through the auditors review a number of the TCA allocations were not accepted as capital assets and would be shifted over to operations. Commission suggested that the Director of Finance could attend a future meeting and provide an overview on the City's TCA process.

4. Utility Billing System – General Manager, Electric Utility Commission (Verbal up-date)

General Manager advised the new billing system is working as expected but staff were having issues around the “Customer Connect” portal, this replaced the Electrical portion of My City. The City’s implementation team had a meeting with the Senior VP of Harris Billing Systems and was advised that a complete new version will be released in June; all issues should be resolved at that time.

MOVED and SECONDED

THAT ITEMS 2 & 4 be received

CARRIED

All members of Commission voted in favour of the motion.

CORRESPONDENCE

6. Alert Bay’s Solar Project Saves Energy Cost, Open Eyes – General Manager, Electric Utility Commission (Information Hand-out)

7. New Westminster Poised to become Real Estate Hot Spot: Study – General Manager, Electric Utility Commission (Information Hand-out)

MOVED and SECONDED

THAT ITEMS 6 & 7 be received as information.

CARRIED

All members of Commission voted in favour of the motion.

NEXT MEETING

May 16, 2017

ADJOURNMENT

The meeting was adjourned at 2:45 pm

Len Kelsey
CHAIR

Nikolina Milic
RECORDER