

**HALIFAX REGIONAL WATER COMMISSION
MINUTES**

November 28, 2019

PRESENT:

Commissioner Lorelei Nicoll, Acting Chair
Commissioner Colleen Rollings
Commissioner David Hendsbee
Commissioner Richard Zurawski
Commissioner Ted Farquhar
Commissioner Brad Anguish

REGRETS:

Commissioner Craig MacMullin, Chair
Commissioner Russell Walker, Vice Chair

STAFF:

Cathie O'Toole, General Manager, HRWC
Louis de Montbrun, Director, Corporate Services, HRWC
Heidi Schedler, Legal Counsel, HRWC
Lorna Skinner, Administrative Assistant, HRWC

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CALL TO ORDER

The Acting Chair called the meeting to order at 10:00 a.m.

1.a) RATIFICATION OF IN CAMERA MOTIONS

MOVED BY Commissioner Rollings, seconded by Commissioner Zurawski, that the Halifax Regional Water Commission Board ratify the In Camera motions.

MOTION PUT AND PASSED.

1.b) APPROVAL OF THE ORDER OF BUSINESS AND APPROVAL OF ADDITIONS AND DELETIONS

Commissioner Farquhar requested that Item 5-I, entitled "Disclosure of Lead Service Line and Testing Information" be added to the Agenda. The Acting Chair agreed to add it to the Agenda after Item 7.

MOVED BY Commissioner Hendsbee, seconded by Commissioner Farquhar that the Halifax Regional Water Commission Board approve the order of business and approve additions and deletions.

MOTION PUT AND PASSED

2. APPROVAL OF MINUTES – September 26, 2019 & October 31, 2019

MOVED BY Commissioner Rollings, seconded by Commission Zurawski that the Halifax Regional Water Commission Board approve the minutes of September 26, 2019, and October 31, 2019.

MOTION PUT AND PASSED.

3. BUSINESS ARISING FROM THE MINUTES

None.

4.1 OPERATING RESULTS FOR THE SEVEN MONTHS ENDED OCTOBER 31, 2019

A report dated November 18, 2019, was submitted.

Louis deMontbrun gave a brief overview of the operating results.

4.2 SIGNING AUTHORITY GUIDELINE

A report dated November 21, 2019, was submitted.

MOVED BY Commissioner Rollings, seconded by Commissioner Hendsbee that the Halifax Regional Water Commission Board approve:

- 1. The signing Authority Guideline as shown in the attachment to the Report.**

MOTION PUT AND PASSED.

5. CAPITAL APPROVALS

5.1 Capital Project Spending Summary – 2018/19

A report dated October 1, 2019 was submitted.

Jamie Hannam, Director, Engineering and Information Services gave a brief overview of the Summary.

MOVED BY Commissioner Hendsbee, seconded by Commissioner Zurawski that the Halifax Regional Water Commission Board approve the individual project over expenditures as identified as per Attachments 1 and 2, “Capital Project Spending Summary, April 1, 2018 – March 31, 2019” and direct staff to forward the subset of projects “over \$250,000” to the NSUARB for information and approval.

MOTION PUT AND PASSED.

5.2 Capital Project Funding Approval Policy – Revision

A report dated November 20, 2019, was submitted.

MOVED BY Commissioner Hendsbee, seconded by Commissioner Farquhar that the Halifax Regional Water Commission Board approve the revised Capital Project Funding Approval Policy (dated November 1, 2019) as attached.

MOTION PUT AND PASSED.

5.3 450 Cowie Hill HVAC Controls Upgrade – Additional Funding Request

A report dated November 20, 2019, was submitted.

RECOMMENDATION

It is recommended that the Halifax Water Board approve the revised Capital Project Funding Approval Policy (dated November 1, 2019) as attached.

5.4 Security – IT Foundations Project – Analysis Phase – Budget Increase

A report dated November 20, 2019, was submitted.

RECOMMENDATION

It is recommended the Halifax Water Board approve the budget increase for this project at an estimated increase of \$170,000 for a revised total project cost estimate of \$410,000.

5.5 Lake Major WSP – New Alum Tank

A report dated November 21, 2019, was submitted.

RECOMMENDATION

It is recommended the Halifax Water Board approves additional funding in the amount of \$206,000 for the Lake Major WSP - New Alum Tank project, for a revised estimated total cost of \$340,000

MOVED BY Commissioner Hendsbee, seconded by Commissioner Rollings that the Halifax Regional Water Commissioner Board approve Capital Projects Items 5.3 – 5.5 as noted above and as described in the Board Reports at a total cost of \$436,000.

MOTION PUT AND PASSED.

6. INTEGRATED RESOURCE PLAN

A report dated November 19, 2019, was submitted.

Val Williams, Asset Management Manager and Heather Miller, Asset Management Project Manager gave an in-depth presentation of the Integrated Resource Plan (IRP).

MOVED BY Commissioner Zurawski, seconded by Commissioner Farquhar that the Halifax Regional Water Commission Board endorse the 2019 Halifax Water Integrated Resource Plan.

MOTION PUT AND PASSED.

7. LEAD SERVICE LINE REPLACEMENT PROGRAM ENHANCEMENTS

A report dated November 15, 2019, was submitted.

Reid Campbell, Director, Water Services and Wendy Krkosek, Water Quality Manager, gave an overview of the proposed lead service line replacement program enhancement options.

MOVED BY Commissioner Rollings, seconded by Commissioner Farquhar that the Halifax Regional Water Commission Board authorize staff to make an application to

the Nova Scotia Utility and Review Board, as part of the next general rate application, to amend the Rules and Regulations to enhance the Lead Service Line Replacement Program. The proposed changes are intended to enable Halifax Water to meet its goals for lead service line replacement by 2039 by integrating with HRM street renewal projects and by replacing the portion of lead service lines on private property at utility expense.

MOTION PUT AND PASSED.

5-I DISCLOSURE OF LEAD SERVICE LINE AND TESTING INFORMATION

A report dated November 15, 2019, was submitted.

Cathie O'Toole stated that there is a change in Halifax Water's practice on disclosure of lead service lines and assured the Board that this change has been approved by the Privacy Officer as well as the Officer of Medical Health. With this change, tenants who inquire into the existence of a lead service line at their rental property will be allowed to have access to that information.

8. ENTERPRISE RISK MANAGEMENT (ERM) POLICY

A report dated November 20, 2019, was submitted.

MOVED BY Commissioner Hendsbee, seconded by Commissioner Zurawski that the Halifax Regional Water Commission Board approve the attached Enterprise Risk Management Policy.

MOTION PUT AND PASSED.

The meeting was adjourned at 12:10 p.m.

Original Signed By:
Heidi Schedler
Secretary

Original Signed By:
Commissioner Craig MacMullin
Chair

The following Information Items were submitted:

- 1-I Operations and Financial Monthly Update
- 2-I Capital Budget Approvals to Date – 2018/19 AND 2019/20
- 3-I Bank Balance
- 4-I Compliance Statement
- 5-I Disclosure of Lead Service Line and Testing Information
- 6-I HRWC Employees' Pension Plan Financial Report – 3rd Quarter 2019
- 7-I Amendment #12 – HRWC Employees' Pension Plan