

**HALIFAX REGIONAL WATER COMMISSION
MINUTES**

**March 26, 2020
(via Skype)**

PRESENT: Commissioner Craig MacMullin, Chair
Commissioner Russell Walker, Vice Chair
Commissioner Richard Zurawski
Commissioner Ted Farquhar
Commissioner Brad Anguish
Commissioner David Hendsbee (via teleconference)
Commissioner Colleen Rollings

REGRETS:

STAFF: Cathie O'Toole, General Manager, HRWC
Louis de Montbrun, Director, Corporate Services/CFO, HRWC
Heidi Schedler, General Counsel and Corporate Secretary, HRWC
Jamie Hannam, Director, Engineering & IS, HRWC
Kenda MacKenzie, Director, Regulatory Services, HRWC
Susheel Arora, Director, Wastewater & Stormwater Services,
HRWC
Reid Campbell, Director, Water Services
Lorna Skinner, Administrative Assistant, HRWC

TABLE OF CONTENTS

CALL TO ORDER 3

1.a) RATIFICATION OF IN CAMERA MOTIONS..... 3

**1.b) APPROVAL OF THE ORDER OF BUSINESS AND APPROVAL OF
ADDITIONS AND DELETIONS 3**

2. APPROVAL OF MINUTES - January 30, 2020 3

3. BUSINESS ARISING FROM THE MINUTES 3
a) None

4.1 OPERATING RESULTS FOR THE ELEVEN MONTHS ENDED FEBRUARY 29, 2020 3

4.2 2020 SPRING DEBENTURE 4

5.1 LAKE MAJOR DAM REPLACEMENT - ADDITIONAL FUNDING 4

5.2 PORT WALLACE WATER TRANSMISSION MAIN - MAIN ST. TO CALEDONIA RD. . 4

5.3 HEMLOCK RESERVOIR CONSTRUCTION..... 5

6. CORPORATE BALANCED SCORECARD - 2020/21 PROGRAM 5

5-I HRWC EMPLOYEES' PENSION PLAN FINANCIAL REPORT - 4TH Qtr. 2019.....5

CALL TO ORDER

The Chair called the meeting to order at 9:50 a.m.

1.a) RATIFICATION OF IN CAMERA MOTIONS

MOVED BY Commissioner Hendsbee, seconded by Commissioner Walker, 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

MOVED BY Commissioner Rollings, seconded by Commissioner Walker 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 – January 30, 2020

MOVED BY Commissioner Rollings, seconded by Commission Walker that the Halifax Regional Water Commission Board approve the minutes of January 30, 2020.

MOTION PUT AND PASSED.

3. BUSINESS ARISING FROM THE MINUTES

a) None

4.1 OPERATING RESULTS FOR THE ELEVEN MONTHS ENDED FEBRUARY 29, 2020

A report dated March 18, 2020, was submitted.

Louis de Montbrun gave a brief overview of the Operating Results, followed by a brief discussion, including anticipated impacts of the current pandemic.

4.2 2020 SPRING DEBENTURE

A report dated March 16, 2020, was submitted.

Louis de Montbrun stated that the timing of the Spring debenture has been deferred until mid-June.

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

- 1. Approve the financing of \$25,000,000 for a ten-year term with a twenty-year amortization schedule and an all-inclusive rate not to exceed 5.5%.**
- 2. Approve the financing of \$1,700,000 for a ten-year term with a ten-year amortization schedule and an all-inclusive rate not to exceed 5.5%.**

MOTION PUT AND PASSED.

5. CAPITAL PROJECTS

5.1 LAKE MAJOR DAM REPLACEMENT – ADDITIONAL FUNDING

A report dated March 10, 2020, was submitted.

Jamie Hannam gave a brief overview of the Lake Major Dam Replacement Project and the reasons for the additional funding required.

MOVED BY Commissioner Hendsbee, seconded by Commissioner Zurawski that the Halifax Regional Water Commission Board approve \$1,330,000 in additional funding for the Lake Major Dam Replacement Project for a total estimated project cost of approximately \$9,120,000.

MOTION PUT AND PASSED.

5.2 PORT WALLACE WATER TRANSMISSION MAIN – MAIN STREET TO CALEDONIA ROAD

A report dated March 10, 2020, was submitted.

MOVED BY Commissioner Hendsbee, seconded by Commissioner Rollings that the Halifax Regional Water Commission Board approve the Port Wallace Transmission Main – Main Street to Caledonia Road project construction phase at an estimated cost of \$6,190,000 for a total estimated cost of \$6,310,000.

MOTION PUT AND PASSED.

5.3 HEMLOCK RESERVOIR CONSTRUCTION

A report dated March 3, 2020, was submitted.

MOVED BY Commissioner Walker, seconded by Commissioner Zurawski that the Halifax Regional Water Commission Board approve funding in the amount of \$8,160,000 for the construction phase of the Hemlock Water Reservoir on Masthead Court in Halifax for a total project cost of \$8,410,000.00.

MOTION PUT AND PASSED.

6. CORPORATE BALANCED SCORECARD – 2020/21 PROGRAM

Cathie O'Toole gave a brief overview of the history of the Corporate Balanced Scorecard as well as the targets for the 2020/21 Program.

MOVED BY Commissioner Zurawski, seconded by Commissioner Walker, that the Halifax Regional Water Commission Board approve:

- 1. Corporate Balanced Scorecard targets for the 2020/2021 fiscal year as detailed in the attached presentation.**
- 2. The Organizational Award Program tied to the outcomes of 12 Organizational Indicators as detailed in the attached presentation.**

MOTION PUT AND PASSED.

5.-I HALIFAX REGIONAL WATER COMMISSION EMPLOYEES' PENSION PLAN FINANCIAL REPORT – 4TH QUARTER

Commissioner MacMullin asked if recent stock market volatility has affected the Plan. Louis de Montbrun stated that while it is unlikely that the returns will reach the benchmark set for the year, there is a smoothing mechanism that will mute negative impact.

The meeting was adjourned at 10:50 a.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 – 2019/20
- 3-I Bank Balance

- 4-I Customer Portal, Customer Engagement/Communication Plan for 2020/21
- 5-I HRWC Employees' Pension Plan Financial Report (4th Quarter) 2019
- 6-I COVID-19 HRWC Response to Board