

Halifax Water Board Meeting Minutes

Date: June 17, 2021

Meeting Time: 10:28 a.m. Adj: 12:02 p.m.

Attendees:	Commissioner Craig MacMullin, Chair
	Commissioner Ted Farquhar
	Commissioner Colleen Rollings
	Commissioner Pamela Lovelace
	Commissioner Becky Kent
	Commissioner Cathy Deagle Gammon
	Commissioner Brad Anguish
Regrets:	Commissioner Patty Cuttell
Staff:	Cathie O'Toole, General Manager
	Louis de Montbrun, Director, Corporate Services/Treasurer
	Heidi Schedler, General Counsel and Corporate Secretary
	Reid Campbell, Director, Engineering & Technology Services
	Kenda MacKenzie, Director, Regulatory Services
	Susheel Arora, Director, Water & Wastewater Services
	Jeff McAulay, Enterprise Risk Management Program Manager
	Jake Fulton, Communications Associate
	Alicia Scallion, Manager, Accounting
	Allan Campbell, Manager, Finance
	James Campbell, Manager of Communications
	Laura Bullock, Legal Services
	Lorna Skinner, Administrative Assistant

Agenda Items

1.a) RATIFICATION OF IN CAMERA MOTIONS

Discussion Notes	MOVED BY Commissioner Deagle-Gammon, seconded by Commissioner Rollings, that the Halifax Regional Water Commission Board ratify the In Camera motions.
Decision	MOTION PUT AND PASSED.

1.b) APPROVAL OF THE ORDER OF BUSINESS AND APPROVAL OF ADDITIONS AND DELETIONS	
Discussion Notes	MOVED BY Commissioner Rollings, seconded by Commissioner Lovelace, that the Halifax Regional Water Commission Board approve the order of business and approve additions and deletions.
Decision	MOTION PUT AND PASSED.

2. APPROVAL OF MINUTES – March 25, 2021	
Discussion Notes	MOVED BY Commissioner Lovelace, seconded by Commissioner Kent that the Halifax Regional Water Commission Board approve the minutes of March 25, 2021.
Decision	MOTION PUT AND PASSED.

3. BUSINESS ARISING FROM THE MINUTES	
3.a) None	
Discussion Notes	
Decision	

4.1 FINANCIAL STATEMENTS FOR THE YEAR ENDED MARCH 31, 2021	
Discussion Notes	<p>A report dated June 11, 2021, was submitted.</p> <p>Louis de Montbrun gave a presentation on the financial statements for the year ended March 31, 2021.</p> <p>MOVED BY Commissioner Farquhar, seconded by Commissioner Deagle-Gammon that the Halifax Regional Water Commission Board approve the financial statements of the Halifax Regional Water Commission for the year ended March 31, 2021.</p>
Decision	MOTION PUT AND PASSED.

4.2 HRWC EMPLOYEES' PENSION PLAN AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2020	
Discussion Notes	<p>A report dated June 3, 2021, was submitted.</p> <p>Allan Campbell gave a presentation on the Halifax Regional Water Commission Employees' Pension Plan financial statements.</p> <p>MOVED BY Commissioner Farquhar, seconded by Commissioner Deagle-Gammon that the Halifax Regional Water Commission Board approve the audited financial statements for the Halifax Regional Water Commission Employee's Pension Plan for the year ended December 31, 2020.</p>
Decision	MOTION PUT AND PASSED.

5.1 CAPITAL EXPENDITURES AND FORECAST FOR THE FISCAL YEAR ENDED MARCH 31, 2021	
Discussion Notes	<p>An information report dated June 11, 2021, was submitted.</p> <p>Reid Campbell gave an overview of the capital expenditures and forecast for the fiscal year ended March 31, 2021.</p>
Decision	N/A

6. CORPORATE BALANCED SCORECARD	
Discussion Notes	An information report dated, June 8, 2021, was submitted. Cathie O'Toole gave a brief presentation on the Corporate Balanced Scorecard results for 2020/21.
Decision	

7. 2020/21 COST CONTAINMENT	
Discussion Notes	An information report dated, June 8, 2021, was submitted.
Decision	N/A

8. 2020/21 LEAD SERVICE LINE REPLACEMENT PROGRAM	
Discussion Notes	An information report dated June 10, 2021, was submitted.
Decision	N/A

9. CAPITAL COST CONTRIBUTION AREAS – FINANCIAL STATUS REPORT FOR THE FISCAL YEAR ENDED MARCH 31, 2021	
Discussion Notes	An information report dated June 3, 2021, was submitted.
Decision	N/A

Carry-forward action items:

Action Items	Responsible	Original Deadline	Current status
<u>Item 6. Corporate Balanced Scorecard</u>			
1. A column to be added to next year's presentation showing the previous year's results for comparative purposes.	CO	June 2022	Complete
2. Colour coding will be used in order to clarify positive and negative results.	CO	June 2022	Complete
3. Promote this in the public forum to show the work Halifax Water has done throughout the year.	CO	June 2022	Complete

Next Meeting Date: September 23, 2021

Minutes taken by: Lorna Skinner, Administrative Assistant, Legal Services