

Halifax Water Board Meeting Minutes

Date: June 23, 2022

Meeting Time: 10:12 a.m.

Attendees:	Commissioner Colleen Rollings, Chair
	Commissioner Becky Kent, Vice Chair
	Commissioner Pamela Lovelace
	Commissioner Patty Cuttell
	Commissioner Cathy Deagle-Gammon
	Commissioner Brad Anguish
	Commissioner Kostia Zaharov
	Commissioner Mimi Kolomytsev
Regrets:	None
Staff:	Cathie O'Toole, General Manager
	Louis de Montbrun, Director, Corporate Services
	Heidi Schedler, QC, General Counsel and Corporate Secretary
	Reid Campbell, Director, Engineering & Technology Services
	Susheel Arora, Director, Water & Wastewater Services
	Kenda MacKenzie, Director, Regulatory Services
	Jeff McAulay, Enterprise Risk Management Program Manager
	Jeff Myrick, Manager of Communications & Public Affairs
	Jeff Knapp, Manager, Energy and Business Development
	Alicia Scallion, Manager Accounting
	Allan Campbell, Manager Finance
	Devon Campbell, Law Student
	Christina Teliez, Law Student
	Tom Gorman, Water Infrastructure Engineering Manager
	Josh DeYoung, Manager, Wastewater Infrastructure Engineering
	Lorna Skinner, Administrative Assistant

Agenda Items

1.a) RATIFICATION OF IN CAMERA MOTIONS

Discussion Notes	MOVED BY Commissioner Cuttell, seconded by Commissioner Zaharov 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 Kent, seconded by Commissioner Cuttell, 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 24, 2022	
Discussion Notes	MOVED BY Commissioner Kolomytsev, seconded by Commissioner Zaharov that the Halifax Regional Water Commission Board approve the minutes of March 24, 2022.
Decision	MOTION PUT AND PASSED.

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

4.1 AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED MARCH 31, 2022	
Discussion Notes	A report dated June 17, 2022, was submitted. Louis de Montbrun gave a brief presentation on the audited financial statements for the year ended March 31, 2022. MOVED BY Commissioner Kolomytsev, seconded by Commissioner Deagle-Gammon that the Halifax Regional Water Commission Board approve the audited financial statements of the Halifax Regional Water Commission for the year ended March 31, 2022.
Decision	N/A

4.2 AUDITED PENSION STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2021	
Discussion Notes	A report dated June 2, 2022, was submitted. Louis de Montbrun gave a brief presentation on the audited pension statements for the HRWC Employees' Pension Plan (the Plan) for the year ended December 31, 2021. MOVED BY Commissioner Zaharov, seconded by Commissioner Cuttell that the Halifax Regional Water Commission Board approve the audited financial statements of the HRWC Employees' Pension Plan (the Plan) for the year ended December 31, 2021.
Decision	MOTION PUT AND PASSED.

4.3 HRWC EMPLOYEES' PENSION PLAN – ACTUARIAL VALUATION, JANUARY 1, 2022	
Discussion Notes	A report dated June 16, 2022, was submitted. Louis de Montbrun gave a brief presentation on the actuarial valuation of the HRWC Employees' Pension Plan. MOVED BY Commissioner Deagle-Gammon, seconded by Commissioner Zaharov that the Halifax approve the recommendations contained in the "Report on Actuarial Valuation

	<p>(hereinafter called the “Valuation”) as at January 1, 2022”, including:</p> <ol style="list-style-type: none"> 1. Changing the employer and employees’ rate of pension current service contributions effective immediately, upon updating the payroll software to accommodate, made retroactive to January 1, 2022, and 2. Endorse the release the Actuarial Report to the Pension and Benefits Committee, and to all employee groups.
Decision	MOTION PUT AND PASSED.

5.1 BISSETT LAKE PUMP STATION COMPONENT UPGRADE

Discussion Notes	A report dated May 5, 2022, was submitted.
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5.2 CHURCHILL TRANSMISSION MAIN PROJECT

Discussion Notes	A report dated June 10, 2022, was submitted.
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5.3. FIRST LAKE PUMPING STATION

Discussion Notes	<p>A report dated June 3, 2022, was submitted.</p> <p>Cathie O’Toole gave a brief overview of each capital project.</p> <p>MOVED BY Commissioner Zaharov, seconded by Commissioner Cuttell that the Halifax Regional Water Commission Board approve Capital Project Items 5.1 to 5.3 as described in the Board Reports at a total cost of \$18,621,000.</p>
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Decision	MOTION PUT AND PASSED.
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6. CORPORATE BALANCED SCORECARD - 2022/23 PROGRAM AND YEAR END RESULTS

Discussion Notes	<p>A report dated June 16, 2022, was submitted.</p> <p>Cathie O’Toole gave a presentation on the Corporate Balanced Scorecard 2022/23 Program and Year-End Results.</p> <p>MOVED BY Commissioner Cuttell, seconded by Commissioner Deagle-Gammon that the Halifax Regional Water Commission Board approve:</p> <ol style="list-style-type: none"> 1. Corporate Balanced Scorecard targets for the 2022/23 fiscal year as detailed in the attached Corporate Balanced Scorecard summary. 2. The Organizational Award Program tied to the outcomes of 12 Organizational Indicators as detailed in the attached presentation.
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Decision	MOTION PUT AND PASSED.
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Action Items	Responsible	Current status
Concerns were raised by Commissioner Cuttell regarding recent media relating to polio being detected in drinking water in other countries. Staff is directed to bring the issue of safe drinking water to the Environment, Health and Safety Committee of the Board in the fall, who can report back to the Board as needed.	HS/KM	November EHS meeting

7. DIVERSITY, EQUITY AND INCLUSION FRAMEWORK	
Discussion Notes	<p>A report dated March 15, 2022, was submitted.</p> <p>Cathie O'Toole gave a brief update on the diversity, equity and inclusion framework.</p> <p>MOVED BY Commissioner Deagle-Gammon, seconded by Commissioner Lovelace that the Halifax Regional Water Commission Board endorse the Diversity, Equity and Inclusion framework goals for 2022/23 – 2024/25 as set out in the report dated March 15, 2022.</p>
Decision	MOTION PUT AND PASSED.

8. STORMWATER INFRASTRUCTURE COST SHARING MEMORANDUM OF UNDERSTANDING WITH HRM	
Discussion Notes	<p>A report dated June 1, 2022, was submitted.</p> <p>Cathie O'Toole gave an overview of the cost sharing memorandum. Impacts on stormwater infrastructure as a result of development activities are being addressed by the SW3 Committee (a committee made up of representatives of Halifax Water, Halifax Regional Municipality and the Province of Nova Scotia).</p> <p>MOVED BY Commissioner Lovelace, seconded by Commissioner Cuttell that the Halifax Regional Water Commission Board approve the memorandum of understanding (MOU), approved by HRM Regional Council on May 3, 2022, between HRM and Halifax Water for the funding of stormwater projects as shown in Appendix A of this report.</p>
Decision	MOTION PUT AND PASSED.

9. ASSET MANAGEMENT POLICY	
Discussion Notes	A report dated June 8, 2022, was submitted.
Decision	Item deferred until the meeting of September 22, 2022.

10. COST CONTAINMENT REPORT	
Discussion Notes	An information report dated June 8, 2022, was submitted.
Decision	N/A

11. LEAD SERVICE LINE RENEWAL PROGRAM	
Discussion Notes	An information report dated June 13, 2022, was submitted.
Decision	N/A

12. STORMWATER CREDIT PROGRAM	
Discussion Notes	An information report dated June 1, 2022, was submitted.
Decision	N/A

13. RDC STAKEHOLDER ENGAGEMENT	
Discussion Notes	An information report dated June 15, 2022, was submitted.
Decision	N/A

14. RDC FINANCIAL STATUS REPORT	
Discussion Notes	An information report dated June 16, 2022, was submitted.

Decision	N/A
15. CAPITAL COST CONTRIBUTION FINANCIAL STATUS REPORT FOR THE YEAR ENDED MARCH 31, 2022	
Discussion Notes	An information report dated June 14, 2022, was submitted.
Decision	N/A

Carry-forward action items:

Action Items	Responsible	Original Deadline	Current status
n/a			

Next Meeting Date: September 22, 2022

Minutes taken by:
Lorna Skinner, Administrative Coordinator
General Manager's Office