

Halifax Water Board Meeting Minutes

Date: September 22, 2022

Meeting Time: 10:00 a.m.

Attendees:	Commissioner Colleen Rollings, Chair
	Commissioner Becky Kent, Vice Chair
	Commissioner Pamela Lovelace
	Commissioner Cathy Deagle-Gammon
	Commissioner Brad Anguish
	Commissioner Kostia Zaharov
	Commissioner Mimi Kolomytsev
	Commissioner Patty Cuttell
Regrets:	
Staff:	Cathie O'Toole, General Manager
	Louis de Montbrun, Director, Corporate Services
	Heidi Schedler, KC, General Counsel and Corporate Secretary
	Reid Campbell, Director, Engineering & Technology Services
	Susheel Arora, Director, Operations
	Kenda MacKenzie, Director, Regulatory Services
	Jeff McAulay, Enterprise Risk Management Program Manager
	Jeff Myrick, Manager of Communications & Public Affairs
	Alicia Scallion, Manager Accounting
	Lorna Skinner, Administrative Coordinator

Agenda Items

1.a) RATIFICATION OF IN CAMERA MOTIONS

Discussion Notes	MOVED BY Commissioner Deagle-Gammon, seconded by Commissioner Cuttell 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	Commissioner Kent requested that the NSUARB reports (Items #9 and #10) be brought forward in the Agenda. Commissioner Zaharov requested that the Information 3-I be added to the Agenda as Item 11. MOVED BY Commissioner Kent, seconded by Commissioner Zaharov, that the Halifax Regional Water Commission Board approve the order of business and approve additions and deletions with the above-noted amendments.
Decision	MOTION PUT AND PASSED.

2. APPROVAL OF MINUTES – June 23, 2022	
Discussion Notes	MOVED BY Commissioner Zaharov, seconded by Commissioner Cuttell that the Halifax Regional Water Commission Board approve the minutes of June 23, 2022.
Decision	MOTION PUT AND PASSED.

3. BUSINESS ARISING FROM THE MINUTES	
Discussion Notes	3.a) Action Item from June 23, 2022, meeting: The Asset Management Policy (which was deferred from the June 23, 2022, meeting has been included on the agenda of today's meeting. 3.b) Cathie O'Toole noted that the annual audited Halifax Water financial statements, the audited Halifax Water Employees' Pension Plan financial statements and the approved corporate balanced scorecard results were presented at the public Halifax Water Annual General Meeting on July 14, 2022, and were also submitted to HRM Council on August 22, 2022.
Decision	N/A

4.1 OPERATING RESULTS AS AT AUGUST 31, 2022 AND YEAR-END PROJECTIONS	
Discussion Notes	An information report dated September 16, 2022, was submitted. Louis de Montbrun gave an update to the operating results as at August 31, 2022, as well as the year-end projections.
Decision	N/A

4.2 CAPITAL EXPENDITURES AS AT AUGUST 31, 2022 AND YEAR-END PROJECTIONS	
Discussion Notes	An information report dated September 16, 2022, was submitted. Louis de Montbrun gave an update to the capital expenditures as at August 31, 2022 as well as the year-end projections.
Decision	N/A

4.3 FALL 2022 DEBENTURE

Discussion Notes	<p>A report dated September 12, 2022, was submitted.</p> <p>Louis de Montbrun reviewed the terms of the debenture.</p> <p>MOVED BY Commissioner Kent, seconded by Commissioner Deagle-Gammon that the Halifax Regional Water Commission Board approve the refinancing of \$7,664,675 with a ten-year amortization term and financing over ten years, with an all-inclusive rate not to exceed 6.0%.</p>
Decision	MOTION PUT AND PASSED.

4.4 AUDITOR APPOINTMENT

Discussion Notes	<p>A report dated September 12, 2022, was submitted.</p> <p>MOVED BY Commissioner Deagle-Gamon, seconded by Commissioner Kolomytsev that the Halifax Regional Water Commission Board appoint Grant Thornton LLP as auditors for the Halifax Regional Water Commission financial statements for the year ended March 31, 2023, and the Halifax Regional Water Commission Employees' Pension Plan for the year ended December 31, 2022.</p>
Decision	MOTION PUT AND PASSED.

5.1 COGSWELL REDEVELOPMENT INFRASTRUCTURE RELOCATION COST SHARING

Discussion Notes	<p>A report dated September 16, 2022, was submitted.</p> <p>Reid Campbell reviewed the Cogswell Redevelopment Infrastructure Relocation cost sharing with Halifax Regional Municipality.</p> <p>MOVED BY Commissioner Cuttell, seconded by Commissioner Lovelace that the Halifax Regional Water Commission Board approve the Cogswell District capital project at a total project cost of \$19,500,000, which includes:</p> <ol style="list-style-type: none">1. Execution of a cost sharing agreement with the Halifax Regional Municipality wherein \$15,496,782 is the net Halifax Water share of the overall \$95,663,634 construction costs,2. Halifax Water staff time for supervision and management of the project in the amount of \$1,000,000,3. Contingency allowance costs related to unknown conditions and conflicts that may arise during construction in the amount of \$3,000,000, and4. Application to the Nova Scotia Utility and Review Board for project approval.
	MOTION PUT AND PASSED.

9. CAPITAL PROJECT SPENDING SUMMARY

Discussion Notes	<p>A report dated September 16, 2022, was submitted.</p> <p>Cathie O'Toole reviewed the capital project spending summary.</p> <p>Moved by Commissioner Cuttell, seconded by Commissioner Zaharov that the Halifax Regional Water Commission Board recommended the Halifax Water Board approve for filing with the Nova Scotia Utility and Review Board the capital project spending summary for the period April 1, 2021, to March 31, 2022, and the capital project spending over \$1,000,000 summary for the period April 1, 2021, and March 31, 2022.</p>
Decision	MOTION PUT AND PASSED.

10. NSUARB ANNUAL SEPTEMBER REPORT	
Discussion Notes	An information report dated September 30, 2022, was submitted. Cathie O'Toole reviewed the NSUARB Annual September Report.
Decision	N/A

6. ASSET MANAGEMENT POLICY	
Discussion Notes	A report dated June 8, 2022, was submitted. Reid Campbell gave an update on the Asset Management Policy. MOVED BY Commissioner Kolomytsev, seconded by Commissioner Zaharov that the Halifax Regional Water Commission Board approve the Asset Management Policy #9.2 as revised on June 9, 2022.
Decision	MOTION PUT AND PASSED.

7. DUFFUS STREET PUMP STATION FAILURE	
Discussion Notes	An information report dated September 12, 2022, was submitted. Susheel Arora and Cathie O'Toole informed the Board of the circumstances surrounding the Duffus Street Pump Station failure. The report will also be submitted to the NSUARB.
Decision	N/A

8. UPDATE ON INSTITUTIONAL CAPACITY		
Discussion Notes	An information report dated September 16, 2022, was submitted. Cathie O'Toole gave an update on institutional capacity. Commissioner Zaharov requested an update bi-annually. The Chair requested that this also go through the ERM Committee.	
Decision	N/A	
Action Item	Person Responsible	Deadline
Provide a biannual update funneled through the Enterprise Risk Management Committee	COT	March 2023 Meeting

11. HALIFAX WATER ANNUAL REPORT FOR 2021/22	
Discussion Notes	The Annual Report for 2021/22 was submitted.
Decision	N/A

Carry-forward action items:

Action Items	Responsible	Original Deadline	Current status
n/a			

Next Meeting Date: November 24, 2022

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