

Halifax Water Board Meeting Minutes

Date: November 24, 2022

Meeting Time: 10:00 a.m.

Attendees:	Commissioner Colleen Rollings, Chair
	Commissioner Pamela Lovelace
	Commissioner Cathy Deagle-Gammon
	Commissioner Brad Anguish
	Commissioner Kostia Zaharov
	Commissioner Mimi Kolomytsev
Regrets:	Commissioner Becky Kent, Vice Chair
	Commissioner Patty Cuttell
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
	Heather Britten - Quality Assurance Officer
	Rob Gillis - Wastewater Treatment Facility Project Engineer
	Josh DeYoung - Senior Manager, Capital Project Delivery
	Jeff Knapp - Senior Manager, Energy and Business Development
	Heather Miller - Operations Engineer
	Lorna Skinner, Administrative Coordinator

Agenda Items

1.a) RATIFICATION OF IN CAMERA MOTIONS

Discussion Notes	MOVED BY Commissioner Zaharov, seconded by Commissioner Kolomytsev 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	<p>Item 7 has been moved to the In Camera portion of the meeting. Item 1-I to be moved to the Regular Agenda as Item 10.</p> <p>MOVED BY Commissioner Lovelace, 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.</p>
Decision	MOTION PUT AND PASSED.

2. APPROVAL OF MINUTES – September 22, 2022	
Discussion Notes	MOVED BY Commissioner Kolomytsev, seconded by Commissioner Deagle-Gammon that the Halifax Regional Water Commission Board approve the minutes of September 22, 2022.
Decision	MOTION PUT AND PASSED.

3. BUSINESS ARISING FROM THE MINUTES	
Discussion Notes	3.a) Item 5.1 the was submitted to the NSUARB for approval. A paper hearing has been scheduled and that process is underway. A decision is anticipated by the end of the fiscal year.
Decision	N/A

4.1 OPERATING RESULTS FOR THE SEVEN MONTHS ENDED OCTOBER 31, 2022	
Discussion Notes	<p>An information report dated November 18, 2022, was submitted. Louis de Montbrun gave an update to the operating results for the seven months ended October 31, 2022.</p>
Decision	N/A

4.2 PROPOSED 2023 HRWC EMPLOYEES' PENSION PLAN BUDGET	
Discussion Notes	<p>A report dated November 10, 2022, was submitted. Heather Britten gave an overview of the proposed 2023 HRWC Employees' Pension Plan budget.</p> <p>MOVED BY Commissioner Deagle-Gammon, seconded by Commissioner Zaharov, that the Halifax Regional Water Commission Board approve the proposed 2023 budget for the Plan covering the period January 1, 2023, to December 31, 2023.</p>
Decision	MOTION PUT AND PASSED.

4.3 IMPACT OF THE 2022 GENERAL RATE APPLICATION DECISION (M10468)

Discussion Notes	An information report dated November 18, 2022, was submitted. Cathie O'Toole summarized the impact of the GRA Decision. Cost containment and prudent financial management was recognized in the Decision. The new rates will become effective on December 1, 2022.
Decision	N/A

5.1 CAPITAL BUDGET RESULTS

Discussion Notes	An information report dated November 18, 2022, was submitted. Louis de Montburn reviewed the Capital budget results.
Decision	N/A

5.2. BURNSIDE OPOERATIONS FACILITY IPD DESIGN VALIDATION PHASE FUNDING APPROVAL

Discussion Notes	A report dated November 17, 2022, was submitted. Reid Campbell gave an overview of the request for funding of the Burnside Operations Facility IPD Design Validation phase. MOVED BY Commissioner Deagle-Gammon, seconded by Commissioner Lovelace that the Halifax Regional Water Commission Board approve funding in the amount of \$2,765,000 for the design validation phase of the Burnside Operations Facility Integrated Project Delivery project.
Decision	MOTION PUT AND PASSED.

5.3. FAIRVIEW COVE TRUNK SEWER – ADDITIONAL FUNDING

Discussion Notes	A report dated November 14, 2022, was submitted. Reid Campbell gave a summary of the additional funding request for the Fairview Cove Trunk Sewer project. MOVED BY Commissioner Kolomytsev, seconded by Commissioner Lovelace that the Halifax Regional Water Commission Board approve additional funding in the amount of \$4,436,000 for the construction phase of the Fairview Cove Trunk Sewer Project for a revised estimated total project cost of \$23,061,000.
Decision	N/A

5.4. MIDDLE MUSQUODOBOIT WASTEWATER TREATMENT FACILITY UPGRADE FUNDING APPROVAL

Discussion Notes	A report dated November 18, 2022, was submitted. Reid Campbell gave an overview of the Middle Musquodoboit WWTF Upgrade funding request. MOVED BY Commissioner Lovelace, seconded by Commissioner Deagle-Gammon that the Halifax Regional Water Commission Board approve funding of \$1,380,000 for the Middle Musquodoboit Wastewater Treatment Facility Rotating Biological Contactor Upgrade Project.
Decision	MOTION PUT AND PASSED.

6. WET WEATHER MANAGEMENT PROGRAM PRESENTATION	
Discussion Notes	Heather Miller gave a presentation on the Wet Weather Management Program.
Decision	N/A

Note: Item 7 Enterprise Risk Management Framework was moved to In Camera

8. Enterprise Risk Management – 2022/23 Risk Update II	
Discussion Notes	A report dated November 18, 2022, was submitted. Jeff McAulay gave an overview of the ERM 2022/23 Corporate Risk Register. MOVED BY Commissioner Kolomytsev, seconded by Commissioner Lovelace that the Halifax Regional Water Commission Board approve the attached corporate risk register for 2022/23
Decision	MOTION PUT AND PASSED.

9. BEDFORD WEST – AREAS 10 & 11 – CAPITAL COST CONTRIBUTION CHARGES	
Discussion Notes	A report dated November 15, 2022, was submitted. Kenda MacKenzie gave a presentation on an overview of Capital Contribution charges. MOVED BY Commissioner Lovelace, seconded by Commissioner Zaharov that the Halifax Water Board approve the development and submission of an application to the Nova Scotia Utility and Review Board to establish Capital Cost Contribution charges within the Bedford West master plan area, specific to the sub areas 10 and 11, for recovery of Halifax Water capital funds spent in 2018 for the installation of local water and wastewater mains.
Decision	MOTION PUT AND PASSED.

10. OPERATIONAL PERFORMANCE INFORMATION REPORT (Information Report 1-I)	
Discussion Notes	The Chair asked for comment on the WWTF high e-coli count. Susheel Arora responded that this is not out of the ordinary. There are plans to review the UV systems.
Decision	N/A

Carry-forward action items:

Action Items	Responsible	Original Deadline	Current status
n/a			

Next Meeting Date: January 26, 2023

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