

Halifax Water Board Meeting Minutes

Date: March 28, 2024

Meeting Time: 10:00 a.m.

Attendees:

Commissioner Colleen Rollings, Chair

Commissioner Cathie O'Toole

Commissioner Mimi Kolomytsev

Commissioner Becky Kent

Commissioner Patty Cuttell

Commissioner Cathy Deagle-Gammon

Commissioner Paul Russell

Commissioner Kostia Zaharov

Commissioner Patty Cuttell

Regrets:

Commissioner Peter Duncan

Staff:

Kenda MacKenzie, Acting General Manager & CEO

Louis de Montbrun, Director, Corporate Services

Colin Taylor, Acting General Counsel

Reid Campbell, Director, Engineering & Technology Services

Josh DeYoung, Senior Manager, Capital Project Delivery

Colin Waddell, Acting Director, Operations

Jeff Myrick, Manager of Communications and Public Affairs

Tom Gorman, Senior Manager, Infrastructure Planning

Lorna Skinner, Governance Coordination Assistant, General Manager's Office

Regular Reports

1. RATIFICATION OF IN CAMERA MOTIONS

Discussion Notes	MOVED BY Commissioner Russell, seconded by Commissioner Zaharov that the Halifax Water Board ratify the In-Camera motions.
Decision	MOTION PUT AND PASSED.

2. APPROVAL OF THE ORDER OF BUSINESS AND APPROVAL OF ADDITIONS AND DELETIONS

Discussion Notes	MOVED BY Commissioner Zaharov, seconded by Commissioner Kent that the Halifax Water Board approve the order of business and approve additions and deletions.
Decision	MOTION PUT AND PASSED.

3. APPROVAL OF MINUTES – February 22, 2024

Discussion Notes	MOVED BY Commissioner Russell, seconded by Commissioner Deagle-Gammon that the Halifax Water Board approve the minutes of the meeting held on February 22, 2024.
Decision	MOTION PUT AND PASSED.

4. BUSINESS ARISING FROM THE MINUTES

Discussion Notes	None
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Financial Reports

5.1 OPERATING RESULTS FOR THE TEN MONTHS ENDED JANUARY 31, 2024

Discussion Notes	An information report dated March 15, 2024, was submitted. Louis de Montbrun gave a brief update on the operating results.
Decision	NA

5.2 2024 SPRING DEBENTURE	
Discussion Notes	<p>A report dated March 15, 2024, was submitted.</p> <p>Louis de Montbrun gave an overview of the 2024 Spring Debenture.</p> <p>MOVED BY Commissioner Kolomytsev, seconded by Commissioner Zaharov that the Halifax Water Board approve the following:</p> <ol style="list-style-type: none"> 1. Approve the financing of \$15,000,000 with a thirty-year amortization term and finance over ten years. The maximum all-inclusive rate is not to exceed 6.5%. 2. Approve the re-financing of \$2,784,599 with a ten-year amortization term and financing over ten years, with an all-inclusive rate not to exceed 6.5%.
Decision	MOTION PUT AND PASSED.

At this time, the Chair and Commissioner O'Toole, on behalf of the Board of Commissioners congratulated Reid Campbell on his retirement and thanked him for his twenty-six years of service.

Capital Approvals	
6.1 CAPITAL EXPENDITURES FOR THE TEN MONTHS ENDING JANUARY 31, 2024	
Discussion Notes	<p>An information report dated March 15, 2024, was submitted.</p> <p>Reid Campbell and Louis de Montbrun gave an overview of the capital expenditures for the ten months ending January 31, 2024.</p>
Decision	NA
6.2 MOUNT EDWARD RESERVOIR PROJECT	
Discussion Notes	<p>A report dated March 14, 2024, was submitted.</p> <p>Reid Campbell and Tom Gorman gave a summary on the Mt. Edward Reservoir project.</p> <p>MOVED BY Commissioner Kent, seconded by Commissioner Deagle-Gammon that the Halifax Water Board approve the replacement of the Mt. Edward Reservoir #1 for total project cost of \$23,744,000; to be included in the 2024/2025 and 2025/2026 Capital Budgets.</p>
Decision	MOTION PUT AND PASSED.

6.3 SUNNYDALE INFRASTRUCTURE RENEWAL PROJECT

Discussion Notes	<p>A report dated March 15, 2024, was submitted.</p> <p>Reid Campbell and Josh DeYoung gave a summary on the Sunnydale Infrastructure Renewal project.</p> <p>MOVED BY Commissioner Zaharov, seconded by Commissioner Cuttell that the Halifax Water Board approve the Sunnydale Avenue and Windmill Road Infrastructure Renewal project at an estimated total project cost of \$3,153,000 (incl. net HST).</p>
Decision	MOTION PUT AND PASSED.

At this time, Reid Campbell introduced Josh DeYoung as the successful candidate for his replacement in the role of Director, Engineering & Capital Infrastructure effective March 29, 2024.

Other Business

7. CORPORATE BALANCED SCORECARD – 2024/25 PROGRAM

Discussion Notes	<p>A report dated March 15, 2024, was submitted.</p> <p>Kenda MacKenzie gave an overview of the Corporate Balanced Scorecard targets. The results of the 2023/24 fiscal year will be presented at the meeting of June 20, 2024.</p> <p>MOVED BY Commissioner Kent, seconded by Commissioner Cuttell that the Halifax Water Board approve the Corporate Balanced Scorecard targets for the 2024/25 fiscal year, including the organizational award program which is tied to the outcomes of the Corporate Balanced Scorecard organizational indicators as detailed in this report.</p>
Decision	MOTION PUT AND PASSED.

Carry-forward action items:

Action Items	Responsible	Original Deadline	Current status
Staff to create a plan for further community engagement/education regarding stormwater billing.	Jeff Myrick	ASAP	Ongoing
For multi-phase, multi-year capital projects, submit to the Board a schedule of key milestones with associated dollar figures.	Josh DeYoung	March 2024	Ongoing

Next Meeting Date: June 20, 2024

Minutes taken by:
Lorna Skinner, Governance Coordination Assistant
General Manager's Office