

Halifax Water Board Meeting Minutes

Date: June 20, 2024

Meeting Time: 10:10 a.m.

Attendees:	Commissioner Colleen Rollings, Chair
	Commissioner John MacPherson
	Commissioner Nancy MacLellan
	Commissioner Paul Russell
	Commissioner Becky Kent
	Commissioner Cathie O'Toole
Regrets:	Commissioner Patty Cuttell
	Commissioner Cathy Deagle Gammon, Vice Chair
Staff:	Kenda MacKenzie, Acting General Manager & CEO
	Louis de Montbrun, Director, Corporate Services
	Colin Taylor, Acting General Counsel
	Josh DeYoung, Director, Capital Engineering & Infrastructure
	John Eisnor, Director, Operations
	Wendy Krkosek, Acting Director, Regulatory Services
	Jeff Myrick, Manager of Communications and Public Affairs
	Meghan Woszczyński, Project Engineer II, Infrastructure Planning
	Heather Miller, Manager, Wastewater/Combined Sewer Infrastructure Planning
	Renee Roberge, Manager, Infrastructure Engineering
	Andrew Snow, Project Engineer II, Infrastructure Planning
	Lorna Skinner, Governance Coordination Assistant, General Manager's Office

The Chair thanked outgoing Commissioners Mimi Kolomytsev and Kostia Zaharov for their service to the Board and welcomed new Commissioners Nancy MacLellan and John MacPherson.

Regular Reports	
1.a) RATIFICATION OF IN CAMERA MOTIONS	
Discussion Notes	MOVED BY Commissioner MacLellan, seconded by Commissioner Kent that the Halifax Water Board ratify the In-Camera motions.
Decision	MOTION PUT AND PASSED.
1b) APPROVAL OF THE ORDER OF BUSINESS AND APPROVAL OF ADDITIONS AND DELETIONS	
Discussion Notes	MOVED BY Commissioner MacPherson, seconded by Commissioner Kent that the Halifax Water Board approve the order of business and approve additions and deletions.
Decision	MOTION PUT AND PASSED.
2. APPROVAL OF MINUTES – March 28, 2024	
Discussion Notes	MOVED BY Commissioner Kent, seconded by Commissioner Russell that the Halifax Water Board approve the minutes of the meeting held on March 28, 2024.
Decision	MOTION PUT AND PASSED.
3. BUSINESS ARISING FROM THE MINUTES	
Discussion Notes	None

Financial Reports	
4.1 AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED MARCH 31, 2024	
Discussion Notes	<p>A report dated June 14, 2024, was submitted. Louis de Montbrun gave a presentation on the audited financial statements for the year ended March 31, 2024. A clean audit opinion is anticipated. The Chair, on behalf of the Board thanked Mr. de Montbrun and his team for their efforts in the completion of the audit.</p> <p>MOVED BY Commissioner MacLellan, seconded by Commissioner Russell that the Halifax Water Board approve the financial statements of the Halifax Regional Water Commission for the year ended March 31, 2024.</p>
Decision	MOTION PUT AND PASSED.

4.2 AUDITED PENSION STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2023	
Discussion Notes	<p>A report dated June 13, 2024, was submitted. Heather Britten gave a presentation on the audited pension statements for the year ended December 31, 2023. A clean audit opinion was received. The Chair reiterated her thanks to Mr. de Montbrun’s team.</p> <p>MOVED BY Commissioner MacLellan, seconded by Commissioner Russell that the Halifax Water Board approve the financial statements of the Halifax Regional Water Commission Employees’ Pension Plan for the year ended December 31, 2023.</p>
Decision	MOTION PUT AND PASSED.
4.3 CAPITAL EXPENDITURES FOR THE FISCAL YEAR ENDED MARCH 31, 2024	
Discussion Notes	<p>An information report dated June 12, 2024, was submitted. Louis de Montbrun gave an update on the capital expenditures for the fiscal year ended March 31, 2024.</p>
Decision	N/A
4.4 APPOINTMENT OF AUDITORS	
Discussion Notes	<p>A report dated June 12, 2024, was submitted. Louis de Montbrun spoke to the appointment of Auditors.</p> <p>MOVED BY Commissioner MacLellan, seconded by Commissioner Russell that the Halifax Water Board approve the appointment of Grant Thornton LLP as auditors for the Halifax Regional Water Commission financial statements for the year ended March 31, 2025, and the Halifax Regional Water Commission Employees’ Pension Plan for the year ended December 31, 2024.</p>
Decision	MOTION PUT AND PASSED.

Capital Approvals

5.1 MAYNARD CLEMENT SEPARATION PROJECT – FUNDING APPROVAL	
Discussion Notes	<p>A report dated May 31, 2024, was submitted. Josh DeYoung and Meghan Woszczyński gave an overview of the Maynard Lake and Clement Street Wetland Sewer Separation project.</p> <p>MOVED BY Commissioner Kent, seconded by Commissioner MacLellan that the Halifax Water Board approve funding in the amount of \$16,508,000 (including net HST) for Phase 1 of the Maynard Lake and Clement Street Wetland Sewer Separation Project.</p>
Decision	MOTION PUT AND PASSED.

5.2 RAYMOND STREET AND WALKER STREET INFRASTRUCTURE PROJECT	
Discussion Notes	<p>A report dated June 10, 2024, was submitted. Josh DeYoung and Andrew Snow gave an overview of the Raymond Street and Walker Street Infrastructure Project.</p> <p>MOVED BY Commissioner Russell, seconded by Commissioner Kent that the Halifax Water Board approve the stormwater, water and wastewater infrastructure upgrades in the Raymond Street, Dartmouth area at a total project cost of \$7,053,000 (including net HST).</p>
Decision	MOTION PUT AND PASSED.
5.3 RATIFICATION OF EMAIL VOTE OF MAY 9, 2024	
Discussion Notes	<p>a) MOVED BY Commissioner Russell, seconded by Commissioner MacLellan that the Halifax Water Board approve additional funding for the South Park – Cathedral Lane Phase 2 sewer separation project for a revised total project cost of \$5,515,000 including net HST.</p> <p>b) MOVED BY Commissioner MacLellan, seconded by Commissioner Kent that the Halifax Water Board approve additional funding for the Silver Sands Water Supply Plant – Linear Main Extension Along Cow Bay Road for a revised total project cost of \$7,160,000, including net HST.</p>
Decision	MOTIONS PUT AND PASSED.

Other Business

6. CORPORATE BALANCED SCORECARD – SUPPLEMENTARY REPORT

Discussion Notes	<p>A report dated June 10, 2024, was submitted.</p> <p>Kenda MacKenzie gave an update to the Corporate Balanced Scorecard results for 2023/24 and the targets for 2024/25. As one of the gateway indicators was not met, the organizational award will not be awarded to employees. The Chair, on behalf of the Board acknowledged the long hours and extreme measures that staff undertook to support the residents of HRM during a year of tremendous challenges and asked that the Acting General Manager convey the Board’s gratitude to all staff.</p> <p>MOVED BY Commissioner MacLellan, seconded by Commissioner Kent that the Halifax Water Board approve the Corporate Balanced Scorecard targets for the 2024/25 fiscal year.</p>
Decision	MOTION PUT AND PASSED.

Next Meeting Date: September 26, 2024

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