

Halifax Water Board Meeting Minutes

Date: September 26, 2024

Meeting Time: 10:10 a.m.

Attendees:

Commissioner Colleen Rollings, Chair

Commissioner Cathy Deagle Gammon, Vice Chair

Commissioner John MacPherson

Commissioner Nancy MacLellan

Commissioner Paul Russell

Commissioner Becky Kent

Commissioner Cathie O'Toole

Regrets:

Commissioner Patty Cuttell

Staff:

Kenda MacKenzie, Acting General Manager & CEO

Louis de Montbrun, Director, Corporate Services

Rebecca Khan, Lawyer, Acting Board Secretary

Josh DeYoung, Director, Capital Engineering & Infrastructure

John Eisnor, Director, Operations

Wendy Krkosek, Acting Director, Regulatory Services

Jeff Myrick, Manager of Communications and Public Affairs

Sanjeev Tagra, Senior Manager, Strategic Projects

Heather Miller, Manager, Wastewater/Combined Sewer Infrastructure Planning

Jonathan MacDonald, Manager, Water Infrastructure Planning

James Chisholm, Project Engineer (District Energy)

Jennifer Duncan, Manager, Asset Management

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

Regular Reports	
1.a) RATIFICATION OF IN CAMERA MOTIONS	
Discussion Notes	MOVED BY Commissioner Deagle-Gammon, 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	The Chair requested that Item 6-I be moved into the regular agenda as Item 7. MOVED BY Commissioner Russell, seconded by Commissioner MacLellan that the Halifax Water Board approve the order of business and approve additions and deletions as amended.
Decision	MOTION PUT AND PASSED.
2. APPROVAL OF MINUTES – June 20, 2024	
Discussion Notes	MOVED BY Commissioner Kent, seconded by Commissioner Deagle Gammon that the Halifax Water Board approve the minutes of the meeting held on June 20, 2024.
Decision	MOTION PUT AND PASSED.
3. BUSINESS ARISING FROM THE MINUTES	
Discussion Notes	None

Financial Reports	
4.1 OPERATING RESULTS AS OF JULY 31, 2024	
Discussion Notes	An information report dated September 26, 2024, was submitted. Louis de Montbrun gave an overview of the operating results for the four months ended July 31, 2024.
Decision	N/A
4.2 CAPITAL EXPENDITURES AS OF JULY 31, 2024	
Discussion Notes	An information report dated September 26, 2024, was submitted. Louis de Montbrun updated the Board on the capital expenditures as of July 31, 2024.
Decision	N/A

4.3 FALL 2024 DEBENTURE	
Discussion Notes	<p>A report dated September 26, 2024, was submitted. Louis de Montbrun gave an overview of the Fall 2024 Debenture.</p> <p>MOVED BY Commissioner Russell, seconded by Commissioner Deagle Gammon that the Halifax Water Board approve the following motions:</p> <ol style="list-style-type: none"> 1. Approve the financing of \$65,000,000 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 \$14,080,529 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.
4.4 CAPITAL PROJECTS SPENDING SUMMARY 2023/24	
Discussion Notes	<p>A report dated September 26, 2024, was submitted.</p> <p>MOVED BY Commissioner Deagle Gammon, seconded by Commissioner MacLellan that the Halifax Water Board approve for filing with the NSUARB, the capital project spending summary for the period April 1, 2023, to March 31, 2024, and the capital project spending over \$1,000,000 summary for the period April 1, 2023, to March 31, 2024.</p>
Decision	MOTION PUT AND PASSED.
4.5 UPDATE ON TIMELINES FOR REGIONAL DEVELOPMENT CHARGE, INTEGRATED RESOURCE PLAN AND RATE APPLICATION (VERBAL)	
Discussion Notes	Louis de Montbrun gave a presentation on the timelines for the Regional Development Charge, the Integrated Resource Plan, and the Rate Application.
Decision	N/A

Capital Approvals	
5.1 WINDSOR STREET EXCHANGE REDEVELOPMENT PROJECT – UPDATE (VERBAL)	
Discussion Notes	Jonathan MacDonald gave a presentation on the Windsor Street Exchange Redevelopment Project.
Decision	N/A
5.2 WATER SUPPLY ENHANCEMENT PROGRAM (WSEP) - UPDATE (VERBAL)	
Discussion Notes	Sanjeev Tagra gave a presentation on the Water Supply Enhancement Program.
Decision	N/A

5.3 DISTRICT ENERGY SYSTEM (DES) BOUNDARY EXTENSION REQUEST

Discussion Notes	<p>A report dated August 28, 2024, was submitted. James Chisholm provided insight on the DES boundary extension request.</p> <p>MOVED BY Commissioner Deagle Gammon, seconded by Commissioner Russell that that the Halifax Water Board direct the A/General Manager to request that Halifax Regional Council:</p> <ol style="list-style-type: none">1. Authorize the Halifax Regional Water Commission to operate the Cogswell District Energy System within the “non-mandatory” connection zone as depicted in Figure 2 of this report, in addition to the existing mandatory connection zone.2. Direct the Mayor to write a letter to the Province of Nova Scotia requesting legislative amendments to the Halifax Regional Municipality Charter and Halifax Regional Water Commission Act, to:<ol style="list-style-type: none">a. expand the boundary of the Cogswell District Energy System to include the “non-mandatory” connection zone depicted in Figure 2 of this report;b. authorize the municipality to pass by-laws with respect to both the mandatory and non-mandatory connection zones; andc. extend the application of Halifax Water’s statutory limitations of liability to the provision of incidental business, including district energy services.
Decision	MOTIONS PUT AND PASSED.

Other Business

6. CORPORATE GOVERNANCE MANUAL & SIGNING AUTHORITY GUIDELINES

Discussion Notes	<p>A report dated September 26, 2024, was submitted. Kenda MacKenzie provided an overview of the amendments to the Governance Manual and the Signing Authority Guidelines.</p> <p>MOVED BY Commissioner Kent, seconded by Commissioner MacLellan that the Halifax Water Board:</p> <ol style="list-style-type: none">1. Approve amendments to the Corporate Governance Manual as shown in Attachment A; and2. Authorize the General Manager to oversee and update the Signing Authority Guidelines as a corporate operational policy.
Decision	MOTION PUT AND PASSED.

7. POCKWOCK BOIL ORDER ADVISORY INVESTIGATION (Formerly 6-I)

Discussion Notes	The Chair informed the Board that the investigation report is available on the Halifax Water website and, on behalf of the Board, thanked the Halifax Water Team for their prompt and fulsome response to the incident. Wendy Krkosek gave a brief overview of the recommendations in the report.		
Decision	N/A		
Action Item	Person Responsible	Deadline	
Provide updates on the status of the recommendations through the Enterprise Risk Management (ERM) Subcommittee of the Halifax Water Board.	Wendy Krkosek	Next ERM Meeting	

Next Meeting Date: November 28, 2024

Minutes taken by:
Lorna Skinner, Governance Coordination Assistant
Regulatory Affairs and Governance Department