

## Halifax Water Board Meeting Minutes

**Date: June 19, 2025**

**Meeting Time: 10:12 a.m.**

**Attendees:**

Commissioner John MacPherson, Chair

Commissioner Cathy Deagle Gammon, Vice Chair

Commissioner Nancy MacLellan

Commissioner Trish Purdy

Commissioner Patty Cuttell

Commissioner Janet Steele

**Regrets:**

Commissioner Cathie O'Toole

**Staff:**

Kenda MacKenzie, General Manager & CEO

Louis de Montbrun, Director, Corporate Services/CFO

Liana Rintoul, General Counsel

Josh DeYoung, Director, Capital Engineering & Infrastructure

John Eisnor, Director, Operations

Wendy Krkosek, Director, Environment Health & Safety Services

Olivia Underhill, Regular Junior Project Engineer

Selvana Hagh Gooei, Project Engineer, Municipal Engineering

Andrew Snow, Manager, Infrastructure Engineering

Jarvis Singer, Acting Senior Manager, Water & Wastewater Treatment

Lorna Skinner, Governance Coordination Assistant

**Guest:**

Devon Mills, Eckler

Regular Reports	
1.a) RATIFICATION OF IN CAMERA MOTIONS	
Discussion Notes	<b>No motions were tabled.</b>
Decision	<b>N/A</b>
1b) APPROVAL OF THE ORDER OF BUSINESS AND APPROVAL OF ADDITIONS AND DELETIONS	
Discussion Notes	<b>MOVED BY Commissioner Deagle Gammon, seconded by Commissioner Purdy that the Halifax Water Board approve the order of business and approve additions and deletions as amended.</b>
Decision	<b>MOTION PUT AND PASSED.</b>
2. APPROVAL OF MINUTES – March 27, 2025, and May 2, 2025	
Discussion Notes	<b>MOVED BY Commissioner Steele, seconded by Commissioner Cuttell that the Halifax Water Board approve the minutes of the March 27, 2025 and May 2, 2025, regular meetings.</b>
Decision	<b>MOTION PUT AND PASSED.</b>

3. BUSINESS ARISING FROM THE MINUTES	
Discussion Notes	<p>a) Funding Letter to the Province of Nova Scotia regarding fluoride in drinking water.</p> <p>Kenda MacKenzie confirmed that the letter has been sent to the Province and she is awaiting a response.</p>

Financial Reports	
4.1 AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED MARCH 31, 2025	
Discussion Notes	<p>A report dated June 13, 2025, was submitted. Louis de Montbrun presented the year-end financial results which highlighted the comprehensive earnings and the reconciliation between IFRS and the NSRAB financial statements. A clean audit opinion is anticipated. Mr. de Montbrun noted that should the Board approve the organizational award (Item #6), the financial statements would be adjusted to reflect that cost of approximately \$340K.</p> <p><b>MOVED BY Commissioner Deagle Gammon, seconded by Commissioner Cuttell that the Halifax Water Board approve the financial statements of the Halifax Regional Water Commission for the year ended March 31, 2025.</b></p>
Decision	<b>MOTION PUT AND PASSED.</b>

#### 4.2 AUDITED PENSION STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2024

Discussion Notes	<p>A report dated June 9, 2025, was submitted. Louis de Montbrun presented the audited Pension Plan financial statements for the year ending December 31, 2024. The Plan has experienced an increase in net assets and currently has a healthy surplus. A clean audit opinion is anticipated.</p> <p><b>MOVED BY Commissioner Deagle Gammon, seconded by Commissioner Steele that the Halifax Water Board approve the financial statements for the Halifax Regional Water Commission Employees' Pension Plan for the year ended December 31, 2024.</b></p>
Decision	<b>MOTION PUT AND PASSED</b>

#### 4.3 CAPITAL RESULTS FOR THE YEAR ENDED MARCH 31, 2025

Discussion Notes	<p>An information report dated June 10, 2025, was submitted. Louis de Montbrun gave a brief overview of the capital results for the year ended March 31, 2025.</p>
Decision	<b>N/A</b>

#### 4.4 APPOINTMENT OF AUDITORS

Discussion Notes	<p>A report dated June 10, 2025, was submitted. Louis de Montbrun stated that the five-year contract with Doane Grant Thornton requires that the Board approve the appointment of auditors every year. He stated that Halifax Water is pleased with the relationship and is recommending the Board's approval.</p> <p><b>MOVED BY Commissioner Cuttell, seconded by Commissioner MacLellan that the Halifax Water Board approve the appointment of Doane Grant Thornton LLP as auditor for the Halifax Regional Water Commission financial statements for the year ended March 31, 2026, and the Halifax Regional Water Commission Employees' Pension Plan for the year ended December 31, 2025.</b></p>
Decision	<b>MOTION PUT AND PASSED.</b>

#### 4.5 ACTUARIAL VALUATION (PRESENTED BY DEVON MILLS, ECKLER)

Discussion Notes	<p>A report dated June 10, 2025, was submitted. Devon Mills from Eckler gave a presentation on the results of the actuarial valuation. The presentation highlights included valuation objectives, the Plan's balance sheet, sources of gains/losses and funding requirements. It was suggested that given the current surplus that the employer/employees' current service contributions be revised from 9.6% of payroll to 8.72%. The next valuation is due effective no later than January 1, 2028.</p> <p>Louis de Montbrun informed the Board that there are two Memos of Understanding (MOUs) between the employer and the CUPE Locals (#227 and #1431) that were part of the contract settlement in 2016. These MOUs now necessitate a dialogue with the Local CUPE groups regarding the recovery of special</p>
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	<p>payments made by the Employer and the potential to reinstate benefits that were removed as part of the Plan re-design of 2016.</p> <p><b>MOVED BY Commissioner Cuttell, seconded by Commissioner MacLellan that the Halifax Water Board approve the recommendations contained in the “Report on the Actuarial Valuation (hereinafter called the “Valuation”) as at January 1, 2025”, including:</b></p> <p><b>1. Changing the employer’s and employees’ rate of pension current service contributions from 9.6% to 8.72% retroactive to January 1, 2025.</b></p>
Decision	<b>MOTION PUT AND PASSED.</b>

## Capital Reports

### 5.1 COLLEGE STREET SEWER SEPARATION

Discussion Notes	<p>A report dated June 5, 2025, was submitted. Olivia Underhill gave a presentation on the College Street Sewer Separation project. Ms. Underhill stated that 50% of this project is covered by the RDC charge and the remaining 50% is covered by both Halifax Water and HRM (25% each).</p> <p><b>MOVED BY Commissioner MacLellan, seconded by Commissioner Steele that the Halifax Water Board approves the College Street Sewer Separation project for a total project cost of \$4,536,000.00, inclusive of net HST.</b></p>
Decision	<b>MOTION PUT AND PASSED.</b>

### 5.2 BAYERS ROAD – PHASE 2 – WATER TRANSMISSION MAIN REPLACEMENT AND SEWER SEPARATION

Discussion Notes	<p>A report dated June 6, 2025, was submitted. Selvana Hagh Gooei gave a presentation on the Bayers Road Water Transmission Main Replacement and Sewer Separation – Phase 2 project. Phase 1 of the project was completed in 2021. Halifax Water will be integrating with HRM on this project.</p> <p><b>MOVED BY Commissioner Deagle Gammon, seconded by Commissioner MacLellan that the Halifax Water Board approve the Bayers Road – Water Transmission Main Replacement and Sewer Separation project for a total project cost of \$16,373,000 (including net HST).</b></p>
Decision	<b>MOTION PUT AND PASSED.</b>

### 5.3 SULLIVAN’S POND – PHASE 2, PART 2 – PROJECTED COST UPDATE

Discussion Notes	<p>A report dated June 9, 2025, was submitted. Andrew Snow gave a verbal update on the Sullivan’s Pond project. Mr. Snow stated that as the project design has progressed, additional scopes of work have been added; these include water transmission, main replacement and additional sewer separation. The project</p>
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	<p>application is currently with the NSRAB and approval is anticipated in July 2025 with construction beginning in the Fall.</p> <p><b>MOVED BY Commissioner Steel, seconded by Commissioner Cuttell that the Halifax Water Board approve additional funding in the amount of \$3,990,000 to support the scope changes required to meet project objectives, for a revised total project cost of \$23,388,000.</b></p>
Decision	<b>MOTION PUT AND PASSED.</b>

## Other Business

### 6. CORPORATE BALANCED SCORECARD – 2024/25 RESULTS

Discussion Notes	<p>A report dated June 12, 2025, was submitted. Kenda MacKenzie gave a presentation on the Corporate Balanced Scorecard 2024/25 results. Eighteen of the thirty-three measures were met. For the Award Program to be activated, a threshold of 7.0/12.0 must be reached, and the gateway indicators must be met. Those metrics have been met; therefore, the award program can be paid to employees. The final results of the CBS will be presented to HRM Council as part of Halifax Water's Accountability Report. As part of next steps, staff will propose language surrounding measuring the fiscal health of the utility in Q4 when assessing the CBS in 2025/26 and onward.</p> <p><b>MOVED BY Commissioner Purdy, seconded by Commissioner MacLellan that the Halifax Water Board:</b></p> <p><b>1) approve the results of the Corporate Balance Scorecard for 2024-2025.</b></p> <p><b>2) approve associated financial award for all eligible employees.</b></p>
Decision	<b>MOTION PUT AND PASSED.</b>

### 7. GENERAL RATE APPLICATION (GRA) - VERBAL

Discussion Notes	<p>Kenda MacKenzie stated that staff are in the process of answering information requests from the NSRAB and Intervenor with a submission deadline of July 3, 2025. Staff will continue to update the Board on the status of the GRA.</p>
Decision	<b>N/A</b>

### 8. APPROVAL OF DEFINED CONTRIBUTION PENSION PLAN FOR OVERTIME HOURS

Discussion Notes	<p>A report dated June 10, 2025, was submitted. Louis de Montbrun stated that the Collective Agreements ratified on November 19, 2024, included Memorandum of Agreements where Halifax Water employees who are members of Locals 1431 and 227 could</p>
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	<p>contribute to a defined contribution plan on overtime earnings. The contribution rate is 6.0% and these contributions are to be matched by Halifax Water. Halifax Water is recommending that eligibility be extended to non-union employees as well. Mr. de Montbrun noted that this mirrors the HRM Pension Plan.</p> <p><b>MOVED BY Commissioner Cuttell, seconded by Commissioner MacLellan that the Halifax Water Board, as Trustees of the Plan</b></p> <p><b>1. approve the amendment to amend the Plan to include the Defined Contribution provision included in Attachment 1.</b></p> <p><b>2. approve the extension of the Defined Contribution provision to include all non-union employees, included in Attachment 1.</b></p>
Decision	<b>MOTION PUT AND PASSED.</b>

<b>9. BOIL WATER ADVISORY – UPDATE ON CORRECTIVE MEASURES - VERBAL</b>	
Discussion Notes	Kenda MacKenzie informed the Board that the annual update on this matter was submitted to the NSRAB on June 1, 2025. At this time, due to time/quorum issues, it was decided to defer this matter to the September Board meeting.
Decision	<b>N/A</b>

<b>10. GREEN CHOICE PROGRAM ENROLMENT</b>	
Discussion Notes	An information report dated June 6, 2025, was submitted. This matter was deferred to the September Board meeting.
Decision	<b>N/A</b>

**Next Meeting Date: September 25, 2025**

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