

Halifax Water Board Meeting Minutes

Date: January 25, 2024

Meeting Time: 10:10 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
Regrets:	Commissioner Kostia Zaharov
Staff:	Kenda MacKenzie, Acting General Manager & CEO
	Louis de Montbrun, Director, Corporate Services
	Colin Taylor, Acting General Counsel
	Reid Campbell, Director, Engineering & Technology Services
	Colin Waddell, Acting Director, Operations
	Jeff Myrick, Manager of Communications and Public Affairs
	Kevin Gray, Senior Manager, Regulatory Approvals
	Val Williams, Senior Manager, Asset Management and Capital Planning
	Adedamola Akande, Manager, Enterprise Risk Management Program
	Sanjeev Tagra, Senior Manager, Strategic Projects
	Chris Fahie, Program Manager, Process Engineering
	Rob Gillis, Program Manager, Structures and Special Projects
	Lorna Skinner, Governance Coordination Assistant, General Manager's Office

Regular Reports

1. RATIFICATION OF IN CAMERA MOTIONS

Discussion Notes	MOVED BY Commissioner Kolomytsev, seconded by Commissioner Kent 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 Kolomytsev, 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 – November 23, 2023

Discussion Notes	<p>Commissioner Kolomytsev noted that Item 8.2 should reflect that the motion was “Put and Passed” rather than N/A. Lorna Skinner to amend.</p> <p>MOVED BY Commissioner Deagle-Gammon, seconded by Commissioner Kent that the Halifax Water Board approve the minutes of the meeting held on November 23, 2023, with the above-noted amendment.</p>
Decision	MOTION PUT AND PASSED.

4. BUSINESS ARISING FROM THE MINUTES

Discussion Notes	<p>4.a) Enterprise Risk Management Policy Approval</p> <p>A report dated January 17, 2024, was submitted.</p> <p>Moved by Commissioner Kolomytsev, seconded by Commissioner Kent that the Halifax Water Board approve the updated ERM Policy attached to this report.</p>
Decision	MOTION PUT AND PASSED.

Financial Reports

5. OPERATING RESULTS FOR THE EIGHT MONTHS ENDED NOVEMBER 30, 2023

Discussion Notes	<p>An information report dated January 16, 2024, was submitted. Louis de Montbrun gave a brief update on the operating results.</p>
Decision	NA

6. PROPOSED 2024/25 CAPITAL BUDGET	
Discussion Notes	<p>A report dated January 18, 2024, was submitted.</p> <p>Valerie Williams and Reid Campbell gave a presentation on the proposed 2024/25 Capital Budget.</p> <p>MOVED BY Commissioner Kolomytsev, seconded by Commissioner Russell that the Halifax Water Board approve the proposed 2024/25 Capital Budget at a total value of \$152,497,000 as detailed in the attached Schedule 1.</p>
Decision	MOTION PUT AND PASSED.

Capital Approvals	
7.1 MILL COVE WASTEWATER TREATMENT FACILITY UPGRADE – FUNDING APPROVAL	
Discussion Notes	<p>A report dated January 25, 2024, was submitted.</p> <p>Reid Campbell, Sanjeev Tagra and Chris Fahie gave an overview of the Mill Cove WWTF Upgrade project.</p> <p>MOVED BY Commissioner Kolomytsev, seconded by Commissioner Russell that the Halifax Water Board approve funding in the amount of \$10,000,000 for completing Phases 1 through 3 of the Mill Cove WWTF Upgrade and Expansion project.</p>
Decision	MOTION PUT AND PASSED.
7.2 HARBOUR SOLUTIONS WWTFs – UV DISINFECTION SYSTEM UPGRADES AND REPLACEMENTS	
Discussion Notes	<p>A report dated January 17, 2024, was submitted.</p> <p>Reid Campbell and Rob Gillis gave an overview of the Harbour Solutions WWTFs UV disinfection system upgrades and replacements project.</p> <p>MOVED BY Commissioner Kent, seconded by Commissioner Deagle-Gammon that the Halifax Water Board approve funding in the amount of \$7,275,000 for the Harbour Solutions WWTFs – UV Disinfection System Upgrades & Replacements project.</p>
Decision	MOTION PUT AND PASSED.

The Chair, on behalf of the Board, congratulated Reid Campbell on becoming Treasurer Elect for the American Water Works Association.

Other Business

8. PORT WALLACE CAPITAL COST CONTRIBUTION (CCC)

Discussion Notes	<p>A report dated January 25, 2024, was submitted. Kevin Gray gave a presentation on the Port Wallace CCC.</p> <p>MOVED BY Commissioner Russell, seconded by Commissioner Cuttell that the Halifax Water Board approve:</p> <p>1. The proposed Capital Cost Contribution initial base rate for Port Wallace at an estimated value of \$3,164 per acre for water and \$12,367 per acre for wastewater with density adjustments as detailed within Table 1 of the report.</p> <p>2. Preparation and submission of application for necessary Nova Scotia Utility and Review Board approvals and amendments.</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.	Reid Campbell	March 2024	Ongoing

Next Meeting Date: February 22 2024

Minutes taken by:

Lorna Skinner, Governance Coordination Assistant
General Manager's Office