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Thursday, March 26, 2026

**Microsoft Teams**

Present: Commissioner John MacPherson, Chair  
Commissioner Cathy Deagle Gammon, Vice Chair  
Commissioner Janet Steele  
Commissioner Trish Purdy  
Commissioner Patty Cuttell  
Commissioner Lucas Pitts

Staff: Kenda MacKenzie, General Manager and CEO  
Liana Rintoul, General Counsel and Board Secretary  
Louis de Montbrun, Director, Corporate Services and CFO  
Josh DeYoung, Director of Engineering & Capital Infrastructure  
Ashley Kendell, Director - People & Culture  
John Eisnor, Director, Operations  
Wendy Krkosek, Director Environment, Health & Safety  
Jeff Myrick, Senior Manager, Communications and Corporate Strategy  
Stephanie Leblanc, Senior Manager Information & Technology Services  
Jarvis Singer, Acting Senior Manager, Water & Wastewater Treatment  
Warren Brake, Manager Accounting  
Heather Britten, Quality Assurance Officer  
Kelsey Green, Senior Manager, Asset Management & Capital Planning  
Nicole Jollymore, Administrative Coordinator

**These minutes are considered draft and will require approval by this committee at a future meeting.**

The following does not represent a verbatim record of the proceedings of this meeting.  
The agenda, reports, supporting documents, information items circulated and recording, are considered privileged and are for internal reference only.

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**CALL TO ORDER**

Commissioner MacPherson called the public meeting to order at 11:38 AM.

<b>REGULAR MEETING</b>
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**1. Ratification of the in-camera motions.**

Not applicable.



**2. Approval of the order of business and approval of additions and deletions.**

MOVED by Commissioner Steele, seconded by Commissioner Cuttell.

**THAT the Halifax Water Board approve the order of business and that the agenda be approved as presented.**

**MOTION PUT AND PASSED.**

**3. Approval of minutes of the regular meeting held on Friday, February 27, 2026**

MOVED by Commissioner Deagle Gammon, seconded by Commissioner Steele.

**THAT the Halifax Water Board approve the minutes of the February 27, 2026, regular meeting, as circulated.**

**MOTION PUT AND PASSED.**

**4. Business arising from minutes**

- a) **None.**

<b>FINANCIAL REPORTS</b>
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**5.1 Operating results as of January 31, 2026**

Mr. de Montbrun presented the operating results for the ten months ending January 31, 2026. The Board engaged in discussion on the operating results.

**5.2 Capital expenditures as of January 31, 2026**

Mr. de Montbrun presented the Capital Expenditures for the ten months ending January 31, 2026. The Board engaged in discussion on the capital expenditures report. The Board requested the capital expenditure report be updated to reflect the correct allocation of total budget available for District Energy.

<b>CAPITAL REPORTS</b>
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**6.1 Quigley’s Corner Pump Station Upgrade – Request for additional funding**

Rob Gillis presented the project for approval. The Board engaged in discussion about the tendering process.

MOVED by Commissioner Deagle Gammon, seconded by Commissioner Steele.



**THAT the Halifax Water Board approve additional funding in the amount of \$5,562,000 for the Quigley’s Corner Pump Station Upgrade project for a total project cost of \$11,362,000. This sum would include the previous Board-approved project funding of \$5,800,000.**

**MOTION PUT AND PASSED.**

**OTHER BUSINESS**

**7. Spring 2026 Debenture**

Mr. de Montbrun presented Halifax Water’s request for approval to issue \$45,000,000 in debentures to fund assets that have been completed and in service. The Board engaged in discussion with Mr. de Montbrun on the maximum all-inclusive rate and the 30-year amortization term.

MOVED by Commissioner Deagle Gammon, seconded by Commissioner Steele.

**THAT the Halifax Water Board approve the financing of \$45,000,000 with a thirty year amortization term and finance over ten years. The maximum all-inclusive rate is not to exceed 7.0%.**

**MOTION PUT AND PASSED.**

**8. Corporate Balance Scorecard – 2026/27 Program**

Ms. MacKenzie presented on the corporate balanced scorecard program that sets targets for the utility to achieve each year. Ms. MacKenzie presented on the proposed targets for the 2026/27 fiscal year. Ms. MacKenzie presented on the proposed adjustment to the financial and regulatory accountability organizational indicator of operating expense / revenue ratio. Ms. MacKenzie also presented the proposal to adjust the People organizational indicator of employee satisfaction survey results to a letter grade employee engagement index score. Ms. MacKenzie presented on a proposed additional fiscal health indicator in light of the accumulated budgeted deficit. The Board engaged in discussion about the metrics for the corporate balanced scorecard and the annual operating deficit and accumulated deficit.

MOVED by Commissioner Deagle Gammon, seconded by Commissioner Steele. All in favor.

**THAT the Halifax Water Board:**

- 1. Approve the Corporate Balanced Scorecard (CBS) targets for the 2026/27 fiscal year.**
- 2. Direct staff to further review the financial criteria for the evaluation of the eligibility of the payment of the award, and report back to the Board at the next regular meeting.**

**MOTION PUT AND PASSED.**



**9. NSRAB: Operations and maintenance audit 2025**

John Eisnor presented an update on the status of the audit.

**10. Boil Water Advisory (BWA) – Corrective action update**

Jarvis Singer presented an update on the completed corrective actions.

**11.** Chair MacPherson deferred Agenda Item 11 to the June Board meeting, noting that a few Commissioners needed to depart.

**12. ADJOURNMENT**

The public meeting adjourned at 12:28 PM.

**Next Meeting Date:** Thursday, June 25, 2026