

Pembina Valley Water Cooperative Inc.

Board Meeting

December 6, 2019 at 8:30 a.m.

Quality Inn, Winkler

Present:

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| Don Wiebe | Municipality of Rhineland |
| George Gray | R.M. of Dufferin |
| Dennis Weiss | Municipality of Emerson-Franklin |
| Charles Scharien | R.M. of Grey |
| Peter Froese | R.M. of Stanley |
| Nancy Penner | City of Morden |
| Marvin Plett | City of Winkler |
| Mervin Dueck | R.M. of Morris |
| Jolene Bird | R.M. of Montcalm |
| Brent Owen | Town of Carman |
| Trevor Thiessen | Town of Morris |
| Jordan Siemens | Town of Altona |
| Heather Imrie | R.M. of Thompson |
| Richard Hildebrand | R.M. of Roland |
| Jake Fehr | PVWC |
| Kirt Henry | PVWC |
| Greg Archibald | PVWC |
| Carol Schroeder | PVWC |
| Edwin Barnuevo | PVWC |
| Absent: | |
| Curt Letkeman | Town of Altona |
| Paul Gilmore | R.M. of Montcalm |

1. Call to order:

Don Wiebe called the meeting to order at 8:40 a.m.

2. Approval of Agenda:

Marvin Plett made a motion to approve the agenda as presented. Mervin Dueck seconded the motion. Motion carried.

3. Approval of Minutes:

Greg clarified that in section 5 of the September 13 minutes, the amount for the expanded Stephenfield project should read \$3.9 million not \$4.75 million. A motion was made by Jordan Siemens, seconded by Richard Hildebrand to approve the Board Meeting minutes on September 13, 2019. Motion carried.

4. Executive Meeting Review:

Greg highlighted a few topics from the Executive Meeting held on November 21, 2019.

- The pipeline project is wrapping up.
- We performed a trial with the 3 skids in the Morris plant. Greg mentioned issues with the backwash due to water fleas plugging up the strainers; and not being able to run at full capacity. After several tests and adjustments with the engineers, we concluded that the MF's are 10 years old and plugged up with organics, which causes us to use too much water in back washing. We plan to do an autopsy to confirm our suspicions regarding the MF's. We are recommending installing another skid at \$1,600,000, half of which is already in the budget and borrowing the other half.
- Stephenfield project had a kick off, we are starting to work with Water Services Board to upgrade the plant from 40 to 60 liters per second.
- We are getting ready to start the Letellier upgrade discussion.
- Morris aeration – we need to keep our manganese in control by upgrading the system.
- Greg reviewed the updated Authority Matrix.

Pete Froese made a motion to accept the Executive Meeting minutes. Seconded by Charles Scharien. Motion carried.

5. Audit Committee Minutes

Ed reviewed the Audit Committee Minutes included in the meeting package. A motion was made by Brent Owen to approve Audit Committee minutes, seconded by Heather Imrie. Motion carried.

A request was made for the 10 year water usage to be included in the minutes. Please see attachment.

6. 2020 PVWC Proposed Budget

Greg reminded everyone that we would be increasing our rates by 2% effective January 1, 2020. Councils can use the pass through clause where they would only need to confirm with PUB and inform rate payers of the increase.

Ed reviewed the proposed 2020 budget. Some highlights were:

- Ed went over the minor capital expenses and pointed out the Zebra mussel chlorine/mitigation which is \$300,000.
- There is a drop in chemical prices due to the RFP done this year, where we were able to negotiate better prices and lock them in for 1 year. This should result in about a \$60,000 savings.
- We are talking with CIBC about rates, and hoping to lock in some money at an even lower rate in the near future.
- Proposed amendment of \$800,000 to the budget for the additional MF for Morris.

Jordan Siemens made a motion to approve the 2020 budget, with the \$800,000 amendment. seconded by Marvin Plett. Motion carried.

7. CEO Update:

Greg reviewed the CEO update.

- Significantly impacted by the October snow storm.
- We got the “Manitoba/Canada Job Grant” for the second year in a row. Partnering with Cartier, the training will be at Headingly. It would be a cost of \$3,000 per person training, but we will only be paying about \$400 per person.
- Letellier upgrade funding request with the Federal Government, we have had some discussion on this with them, but are still waiting for approval.
- Greg has visited several R.M.’s at request, and is very willing to visit others.
- Red River Basin has a summit in Fargo January 14-16, someone from each council is encouraged to attend.

8. Operations Report:

Kirt Henry reported on operations.

- Kirt attended a CWWA conference in November, where he made a good connection with ASI Water concerning zebra mussels. He also attended an interesting presentation on a new ceramic membrane technology we hope to explore in the near future.
- The Thanksgiving snow storm affected our plants, especially Stephenfield where the back-up generator failed, roads were closed and communications were down. As a result we put together training and inspection procedures to help our operators when/if the generators fail.
- In Letellier the oxbow is full and they are catching up on filter maintenance.
- Morris is making some furnace upgrades. The operators are busy with project commissioning and tie ins.
- In Stephenfield, Marsha our newest employee is a welcome addition.
- In the distribution system, the generator at Roland is operational. Meter upgrades and installation are continuing. Distribution improvements are working as we experienced far less low-pressure events this past year.

Questions arose over boil water and precautionary boil water advisories. Please see attached regarding the difference.

9. Capital Project Update:

Jake Fehr reported on the current projects.

- The Morris to St. Jean pipeline was delayed due to high water levels and issues with running into a 3" pipeline in the R.M. of Montcalm, the pipeline is back on track and should have water flow in the line by the end of the year.
- Jake also mentioned the kick off for the Stephenfield project, which should allow for more capacity and possibly a new pond. This is currently a \$3.9 million project, we are working with Water Services Board and Associated Engineering was awarded the contract.
- The timeline on the Carman Reservoir is March to April 2021 completion.
- We will be kicking off the Letellier Reservoir project. Engineering should begin shortly, completion possibly 2022.

10. Board Meeting Schedule 2020

Greg reviewed the schedule for 2020 meetings. Electronic invites will be sent.

11. New Business – Greg Archibald

Greg went over the updates on the consolidated distribution project. He mentioned that we will be sending out requests for meetings shortly.

12. In Camera

Peter Froese made a motion to go "In Camera", seconded by Jordan Siemens. Motion carried.

Charles Scharien made a motion to go out of "In Camera", seconded by Nancy Penner. Motion carried.

13. Adjournment

Charles Scharien made a motion to adjourn the meeting, seconded by Peter Froese. Meeting adjourned at 10:45 a.m.