

Pembina Valley Water Cooperative Inc.

Board Meeting

February 21, 2020 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 |
| Rick Giesbrecht | R.M. of Morris |
| Jolene Bird | R.M. of Montcalm |
| Brent Owen | Town of Carman |
| Trevor Thiessen | Town of Morris |
| Bridget Doerksen | Town of Morris |
| Ruth Murray | Town of Morris |
| Travis R | R.M. of Thompson |
| Royce Burnett | R.M. of Thompson |
| Walter McTavish | R.M. of Thompson |
| Curt Letkeman | Town of Altona |
| Paul Gilmore | R.M. of Montcalm |
| Ernie Knoblauch | CIBC |
| Blair Mirecki | CIBC |
| Ken Friesen | BDO |
| Kim Phillip | Office of Drinking Water |
| Kale Black | Office of Drinking Water |

PVWC Board Meeting Minutes
December 6, 2019

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| Jake Fehr | PVWC |
| Kirt Henry | PVWC |
| Greg Archibald | PVWC |
| Andrea Teichroeb | PVWC |
| Edwin Barnuevo | PVWC |
| Absent: | |
| Richard Hildebrand | R.M. of Roland |

1. Call to order:

George Gray called the meeting to order at 8:37 a.m.

2. Approval of Agenda:

Marvin Plett made a motion to approve the agenda as presented. Charles Scharien seconded the motion. Motion carried.

3. Approval of Minutes:

Brent Owen motioned to amend the December 6, 2019 Board Meeting Minutes on the Morris Project from \$4.7 million to \$4.0 million. Seconded by Charles Scharien. Motion carried.

A motion was made by Don Wiebe, seconded by Paul Gilmore to approve the Board Meeting minutes on December 6, 2019. Motion carried.

4. Executive Meeting Review:

- Greg continues to work with our MLA Josh Guenther regarding Letellier Project Funding.
- Drought update, there will be an annual meeting held on May 26, 2020.
- Zebra Mussels, we are working with a consultant out of Ontario and are currently waiting for a new proposal.

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

5. Audit Committee Minutes

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

6. Election of New Board Member

A vote was taken to elect Travis Reichert from the R.M. of Thompson as the PVWC Board Member to replace Huntley Knox. A motion was made by Pete Froese, seconded by Paul Gilmore. Motion Carried.

7. Presentation of Audited Financial Statements

Ken Friesen reviewed our audited financial statement for 2019. A motion was moved by Curt Letkeman, seconded by Paul Gilmore. Motion carried.

8. Questions of Approved 2020 Budget/January 2020 Budget Update:

Edwin Barnuevo reviewed the 2020 budget and financial statement.

9. Comments by CIBC:

Ernie Knoblauch, VP Manitoba CIBC & Blair Mirecki, Senior Manager CIBC introduced themselves to the group and reviewed their relationship with the PVWC. Ernie noted that CIBC provides seminars on cyber security to their clients.

10. Approval of BDO as Auditors for 2020:

Curt Letkeman reviewed our contract with BDO and recommended them again for 2020. A motion was made by Brent Owen, seconded by Mervin Dueck. Motion carried.

11. Annual Report:

Greg & Kirt reviewed the 2019 Annual Report. A motion to approve Annual Compliance Report was made by Nancy Penner. Seconded by Marvin Plett. Motion carried.

12. Operations Report:

Kirt Henry reviewed the operations report on each plant.

Letellier WTP

- We are in the process of starting a trial on a different (anionic) polymer to use during the winter months. The hope is it will improve the operation of the plant and reduce the amount of water being wasted.
- Yearly clarifier maintenance is scheduled for the first two weeks of March.

Morris WTP

- Heater upgrades are complete.
- The plant is running well.

Stephenfield WTP

- Marsha our newest employee will be going for her lvl 1 WT and WD this spring.

PVWC Board Meeting Minutes
December 6, 2019

Distribution

- Two backup generators are planned to be installed at booster stations this year in the distribution system. One at Winkler south and the other at Rhineland.

13. Capital Report:

Jake Fehr reviewed the capital the projects.

2020 SWTP Upgrade Project

- Associated Engineering was awarded the engineering scope
- Upgrade the MF/NF unit to produce 60 l/s (5.2 MLD)
- Designing a Pond to capture the spring flow allocation
- Upgrading the raw water pumping capabilities

LWTP Reservoir Upgrade Project

- Request for funding for the treated reservoir at LWTP
- Design for a 6000 m3 treated reservoir
- Design a new intake and raw water supply

Additional MWTP Upgrade

- Investigate the current state of the MF units (autopsies)
- Explore Pilot Ceramic membrane option.
- Explore the best method to upgrade the 4th MF.

Distribution System

Luke and Tiffany continue to work on the compliance distribution improvement plan; this includes Advisory Notification, Compliance Program, Sampling, and minor upgrades.

14. Comments from Drinking Water Office:

Kim Phillip provided a short presentation from the Office of Drinking Water. Curt Letkeman asked about lead testing. Greg highlighted PVWC has been and continues to test for lead. Kim suggested buying filters for your home. The Operational Guideline for Manitoba Water Suppliers can be found on the link below:

https://www.gov.mb.ca/sd/pubs/water/drinking_water/odw_og_17.pdf

Kim and Kale are both available by phone or email with questions.

PVWC Board Meeting Minutes
December 6, 2019

15. New Business:

Greg informed each board member that they would be receiving a "PVWC Member Water Usage and Forecasting Questionnaire" with questions regarding their current water usage and water needs for the next 10-20 years. We ask the form be returned to us by March 31, 2020 so we can discuss in our next board meeting. Greg would like each board member to bring this to their council meeting.

Greg highlighted that the May 22 meeting will be from 8:30 a.m. to 12 noon to allow for a Strategic Planning Process. Board members are asked to address with their councils suggested direction for the next 5 years and be prepared to repeat at the May 22 board meeting.

16. Next Meeting:

The next PVWC Board Meeting will be held on May 22, 2020 from 8:30 a.m. to 12:00 p.m. at the Quality Inn, Winkler

17. In Camera:

Mervin Dueck motioned to go "In Camera", seconded by Pete Froese.

Brent Owen motioned to go out of "In Camera", seconded by Charlie Scharien.

18. Adjournment:

George Gray motioned to adjourn the meeting at 10:24 a.m. Seconded by Charlie Scharien.