

Pembina Valley Water Cooperative Inc.

Board Meeting

December 4, 2020 at 8:30 a.m.

Teams Conference Call

Present:

Don Wiebe	Municipality of Rhineland
George Gray	R.M. of Dufferin
Jordan Siemens	Town of Altona
Dennis Weiss	Municipality of Emerson-Franklin
Paul Gilmore	R.M. of Montcalm
Nancy Penner	City of Morden
Mervin Dueck	R.M. of Morris
Peter Froese	R.M. of Stanley
Travis Reichert	R.M. of Thompson
Marvin Plett	City of Winkler
Brent Owen	Town of Carman
Charles Scharien	R.M. of Grey
Greg Archibald	PVWC
Curt Letkeman	PVWC
Jake Fehr	PVWC
Kirt Henry	PVWC
Andrea Teichroeb	PVWC

Absent

Trevor Thiessen	Town of Morris
Kristi Olson	R.M. of Roland

1. Call to order:

Don Wiebe called the meeting to order at 8:33 a.m.

2. Approval of Agenda:

Mervin Dueck moved to approve the agenda as presented. Paul Gilmore seconded the motion. Motion carried.

3. Approval of Minutes:

- A motion was made by Brent Owen, second by Pete Froese to approve the minutes of the September 18, 2020 Board Meeting Minutes. Motion carried.
- Mervin Dueck made a motion to approve the minutes of the Executive Committee Meeting on September 10, 2020. The motion was second by George Gray. Motion carried.
- A motion was made by George Gray, seconded by Marvin Plett to, approve the minutes of the Audit Committee Meeting on November 26, 2020. Motion carried.
- A motion to approve the 2021 budget was made by Marvin Plett, seconded by Mervin Dueck.

4. CEO Update – Greg Archibald

As highlighted in the meeting package:

We continue to be in lock down since March 17. Plants are currently one week on, one week off. In the office we have 2 people alternating days while everyone else is working from home.

Operational issues requiring frequent filter cleaning at Morris and Stephenfield plants have occurred with the Pall filters, due to changing water quality, colder water, and aging filters.

Work is occurring at the Letellier Plant to improve reliability by installing a pipe extension in the reservoir and replacing seized valves to allow for additional water circulation. This will likely result in a boil water advisory on the week of December 14.

The R.M. of Stanley continues to work with Boundary Trails Health Center to design a new reservoir next to the hospital.

The R.M. of Morris is investigating in installing a new reservoir on the intersection of HWY 23 to Rosenort.

5. Operations Update – Kirt Henry

Letellier Water Treatment Plant

Arshad has completed his level 2 training and is a certified level 2 operator. Cory Fillion was hired in October to fill the vacant position at the Letellier plant. Cory is doing very well and seems to be learning quickly.

Morris Water Treatment Plant

Replacement RO membranes have been ordered and are expected on site in February. They will be changed once on site, depending on conditions and urgency.

With the lowering of the raw water pond and installation of the aeration system combined with general poor surface water conditions this year, it was a challenge to meet demands. Things are starting to improve and with planned membrane replacement and upgrades.

Brent has completed all of his level 2 training and is now a certified level 2 operator.

Stephenfield Water Treatment Plant

The late fall has brought some treatment struggles to the Stephenfield plant. The operators are working with Pall to find solutions. This is showing improvements. The expansion as well as other modifications should greatly help with these issues.

Marsha has completed her level 1 training and is now a certified level 1 operator.

Greg S. completed his level 2 distribution exams and will do his level 2 treatment in the spring.

Distribution System

Both Rhineland and Stanley booster station generators are operational.

Repairs have been made to the Morris to St. Jean pipeline and is working well.

A new meter pit was installed on the Emerson pipeline on the Montcalm/Emerson-Franklin boundary.

6. Capital Update – Jake Fehr

Jake provided us with an update regarding our current projects.

SWTP chemical room is almost complete. We hope to complete this project in May to increase compacity to 60 l/s.

We are adding an additional intake pipe from the Stephenfield lake to plant to support more flow coming from the lake.

Carman Reservoir exterior is almost completed. Hope to be completed in April.

We have began digging in Morris, for a building extension, to add our 4th microfilter. Projected date done close to June 2021.

7. Old Business

a) **Wet Industry Discussion:**

In the last month Greg has been approached by a number of different businesses asking for more water. A discussion occurred with the following points were shared:

- We might consider asking for larger companies to contribute to plant upgrades as an option
- We might consider asking municipalities to contribute dollars to plant upgrades to allow water availability, because of the economic benefits they achieve
- We might approach the Provincial Government collectively to push our provincial water strategy and support our volume and funding needs
- We might consider storage as a way to support this initiative.

Greg reviewed with the group that there has been a gradual decline in water usage across Canada and a large part of the Pembina valley users serviced by PVWC (per capita). We should be cautious turning down requests for future water usage.

Don Wiebe suggested that PVWC draft a template letter to be distributed to the Municipalities, Town and Cities that make up the water cooperative outlining the importance of water planning and sustainability to the economic viability of the area that they we could forward to provincial leaders. The board agreed to this suggestion.

Greg highlighted the importance of accurate forecasting to know if we can allow additional water usage, based on the input from our municipalities. The forecasting information was discussed last meeting and is attached to these minutes for your review.

Greg reviewed the following criteria for additional water supply requests:

- 0-3 L/S Greg will decide with his leadership team
- 3-5 L/S Greg will work on detailed analysis availability with AE and review with the Executive committee for a decision.
- Above 5 L/S Greg will bring analysis to the Board for a final decision

The general consensus was in agreement with criteria stated above.

b) Auditor RFP: We sent out our RFP to 5 firms. We will review and make a recommendation at our Annual Meeting in February.

c) COVID-19 Update: Greg Archibald provided the board with an update. We are receiving lots of advice from outside companies. We've developed numerous documents to guide us through this pandemic.

8. **Next Meeting February 26, 2021 8:30 – 10:30 – (Virtual – Calendar Invite to Follow)**

9. **In Camera:**

Marvin Plett moved to go “In Camera”, second by Mervin George Gray. Motion Carried.

Mervin Dueck moved to go out of “In Camera”, second by Nancy Penner. Motion carried.

10. **Adjournment:**

Charlie Scharien motioned to adjourn the meeting, second by Brent Owen. Meeting adjourned at 10:00 a.m.