Regular Monthly Board Meeting Minutes
Hedley Improvement District
August 26, 2024, at 10:00am
Hedley Centre

Trustees Present: Wes Mufford, John Todd, Dave Peers, Stephen Alderson

Corporate Administrator: Maria Manazza

Water Operator: Kathleen Away
Gary Ross filling in
Gerry Wilkins to read the water report

Fire Department: Michael South -Deputy Chief

1) **Call to order:** Wes Mufford (Chair) called the meeting to order @ 10:00am

2) **Approval of Agenda:** Dave/Stephen motioned to adopt the agenda as presented. Carried.

3) **Adoption and acceptance of the previous minutes July 15 & July 29, 2024: Motion** – John/Dave motioned to accept and approve the minutes from July 15 & July 29, 2024. Carried.

4) **Petitions and Delegations:**
   - N/A

5) **Reports:**

1. **Administrative Report:** Maria Manazza read the Administrative Report. The pumphouse update stated that Wes Mufford recommends constructing a permanent electrical room and restoring the building. Regardless of future developments, maintaining the existing pumphouse in good working order is essential to serve as a backup facility for the fire department or other needs.

   There are no updates with CRA issues or the ballpark line extension and repairs.

2. **Fire Report: Michael South read the Fire Report.** To the HID trustees.

   There are currently 9 active members, 1 inactive member, and I recruit.

There have been no fire callouts since the last meeting.

There were 9 medical first responder callouts since the last meeting, one we were unable to attend as we were already committed at a very important call that we could not leave, nor free up any personnel to attend it.

I attended the AGM and read out the annual report I had prepared for that meeting.

I attended the annual budget meeting with the trustees, and we prepared the 2025 budget for the HVFD.

The firehall, the firehall lockup/office, and the FD shed have all been rekeyed, in order to beef up security. The last time the locks were rekeyed was over 3 years ago.

Respectfully submitted, Michael South, Deputy Fire Chief -Hedley Volunteer Fire Department

3. **Water Report: Gerry Wilkins read the Water Report.**

HID WATER OPERATOR REPORT

July 15 - Aug 19, 2024 / Water Operator: Kathleen Conabree

2024 Week(s)	Activity Description
29 July 15-21 **30 July 22-28** **31 July 29-Aug 4** **32 Aug 5 - 11**	1. Water Report given to Trustees at monthly meeting by Gary Ross and/or Gerry Wilkin. 2. All Tuesday water tests taken as normal & delivered to Keremeos lab. 3. Arsenic tests taken (with pumphouse blowout beginning Nov 2023 as normal) and submitted to Keremeos by Gary Ross. 4. The results of this month's arsenic tests again show an increase to a concerning level of 0.00925 mg/L (ppb) up from 0.00895 mg/L last month. There is a very real chance that August's number will top the max of 10 ppb, which may cause some issues with drinking water. 5. In order to mitigate any issues with the residents regarding a potential over-maximum result, I will craft a post for the FB Hedley BC Water System page, explaining the situation to help mitigate any negative reactions that may be forthcoming, in the case of a too-high result for August. 6. Water office has arranged for Gary's collection of Arsenic samples to be assisted and overseen by Gerry Wilkins, on Gary Ross's advice, to forestall any challenge to the collection protocol being done incorrectly and thus leading to an over-max (10 PPB) result through operator error rather than naturally occurring. 7. Monthly inspection of Reservoir was undertaken by Gary Ross on my behalf who reported that the locks on top of reservoir are intact and in working order. Blowout pipe was checked for rodents etc. and found to be in good condition. Some rust on the pipes in the culvert require treating and repainting and a solution must be found by fall to protect the sensors from further condensation. Water catchment/gulches, dugout pools are in good shape and overall, there are no further concerns at this time. 8. Maria and I attended a meeting with Tim Roberts and Liisa Bloomfield, Senior Manager of Utilities, at the RDOS offices in Penticton to discuss the agreed-in-principal funding available for a feasibility study regarding a potential new well or pumphouse site. We were informed that there will be funding in place for Hedley and that the next step is to craft a Scope of Work document to

	send to various Engineering and Well companies. Liisa will email a standard form for this undertaking and will assist in the correct wording and format required for funding. This undertaking is now in process. According to previous hydrogeology studies and conversations with two hydrogeologists, it has been suggested that areas West of Hedley creek and above the Similkameen aquifer would be suitable for a feasibility study. Three potential areas west of the creek and one site above the Similkameen aquifer have now been identified as suitable for this study. 9. It is apparent from the number of gallons pumped (below) that through consistent conversations with residents, posters and FB posts concerning pumping capacity and water use restrictions for summer, most residents are paying attention and are assisting the water office to keep a handle on the daily gallons pumped, as the numbers have reduced since last month despite the increase in daily temperatures. **Week 29 total** gallons pumped 1,768,000 Average **252,571 gal/day** **Week 30** total gallons pumped 1,643,800 gal. Average 234,829 **gal/day** **Week 31** total gallons pumped 1,587,500 gal. Average 226,788 **gal/day** **Week 32** total gallons pumped 1,416,200 gal. Average 202,314 **gal/day**

4. **Financial Report: John Todd read the Financial Report.**

   a) **July 2024 – Water**
   b) **July 2024 – Fire**

Hedley Improvement District
Income Statement
January 1 to July 31, 2024

	Actual	Fire Budget	Variance
REVENUE			
REVENUE			
Fire Protection Revenue	103,900		
Interest Fire			
Tax Levy			
Fire Protection Revenue-USIB			
TOTAL REVENUE	103,900		
FIRE PROTECTION & STREET LIGHTING EXPENSES			
Advertising & Promotion	225	1,000	775
Insurance	12,278	11,000	-1,278
Bank Charges & Interest	159	100	-59
Janitorial	675	1,000	325
Office	3,481	3,000	-481
Audit & Legal	5,500	5,000	-500
Dues and Fees	0	500	500
Office Wages	11,791	28,000	16,209
Supplies- First responders	0	2,000	2,000
Supplies - Fire Department	2,602	3,000	398
E131 Repairs & Maintenance	7,194	1,500	-5,694
C131 Equipment & Oxygen	187	500	313
E131 Equipment & Oxygen	93	500	407
Firefighter Gear	55		-55
SCBA Expense	1,403		-1,403
E131 Vehicle Insurance	1,506	1,100	-406
C131 Vehicle Insurance	0	1,100	1,100
Hydrant Expense	0	3,500	3,500
Building Maintenance	161	1,000	839
Telephone	857	1,500	643
Utilities - Fire Hall	1,772	4,000	2,228
Street Lighting	2,854	5,000	2,146
Training Expense	4,850	11,000	6,150
Fire Fighter Remunerations	16,105	25,000	8,895
W. C. B	1,047	600	-447

Mileage & Travel Expense	0		0
C131 Supplies	0		0
C131 Repairs & Maintenance	32	1,500	1,468
Communications	0	1,000	1,000
	0	0	
Total Fire and Street Light expenses	74,825	113,400	38,575
NET INCOME	29,075		

c) July 2024 – Balance Sheet

Hedley Improvement District
Balance Sheet
July 31, 2024

ASSETS

CURRENT ASSETS		
CASH & TERM DEPOSITS		793,466
Tolls & Taxes Receivable	19,997	
G S T	7,079	
ACCOUNTS RECEIVABLE TOTAL		27,076
Prepaid Expenses		2,070
TOTAL CURRENT ASSETS		822,612
CAPITAL ASSETS-NBV		932,784
TOTAL ASSETS		**1,755,396**

LIABILITY

CURRENT LIABILITIES	
Accounts Payable	11,491
Capital Tax Advance-Bylaw 203	16,675
TOTAL CURRENT LIABILITIES	28,166
EQUITY	1,727,230
LIABILITIES AND EQUITY	**1,755,396**

6) **Old Business:** Pumphouse Update – For more information, please refer to the administrative report above.

7) **New Business:**
   - 2025 Parcel Tax Bylaw #271 Approval
   - Motion to accept John/Dave/Carried
   - Wes Mufford signed the Parcel Tax Bylaw #271, followed by Maria Manazza's signature.

8) **Conclude Meeting:**

   a) Next Meeting scheduled for September 16th, 2024, @ 10:00AM at the Hedley Centre
   b) Meeting was adjourned at 10:29 by Wes Mufford

Wes Mufford, Chair

Maria Manazza, Corporate Administrator