Regular Monthly Board Meeting Minutes
Hedley Improvement District
December 16th, 2024, at 10:00am
Hedley Centre

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

Corporate Administrator: Maria Manazza

Water Operator: Kathleen Conabree

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:** Dave/John motioned to accept the previous minutes from November 18th, 2024, with the change of wording in item #4 from "accepted" to "received"
Carried.

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

Reports:

1. **Administrative Report Summary:** Maria Manazza read the Administrative Report.

Volunteer Committees Update: Formation of the Revenue Enhancement Committee ("Fairness in Billing") is progressing. Current members: Stephen Alderson, Ruth Woodin & Vincent Flynn.

Hedley Fire Department: We recently had a meeting with the Fire Commissioner of BC, who emphasized the critical need for our fire department to have at least 16 members. Currently, we are below this number. We urgently need more volunteers; otherwise, our ability to respond to emergencies will be compromised, which could lead to an increase in insurance premiums. For safety and liability reasons, our

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firefighters are not allowed to enter burning buildings. Remember to get a fire permit. Contact the HID office for one, they are free.

Hedley Street Lighting Update: HID inquired with Fortis BC about dimming streetlights in Hedley. Andrea from Fortis BC informed that the new lights cannot be dimmed or fitted with deflectors. The only solution is to relocate or space them out. HID needs to provide asset tags of the streetlights in question. The cost may be covered under the monthly rental fee, but this is not confirmed. Residents with bothersome streetlights should contact the HID Office to report them.

Pumphouse: Wes Mufford provided a brief update on the pumphouse. The plans are ready for a Geotech review. He also raised a question regarding the door size for the pumphouse, specifically whether an 8-foot door is necessary.

Ball Park Line Extension: No new updates

Roadway Improvement Inquiry: Wes Mufford spoke with Tim Roberts, RDOS Director of Area G, about obtaining excess grindings from future highway paving projects for use on Hedley roadways, particularly Kingston Avenue. Tim will meet with Bayle Chamberlain, the Operations Manager of MOTI, on December 16th to discuss this. Although it was too late to include this in the current paving project, it might be added to the 2025 schedule. HID will follow up with Tim after December 16th.

2. **November 2024 Fire Department Report Summary:** Michael South read the Fire Report: **Membership:** 5 active members, 1 inactive member, 2 on leave of absence, and 2 recruits. **Fire Callouts:** 2 small fire callouts since the last meeting; one was extinguished by a transient upon arrival, and the other showed no evidence of fire, possibly a false alarm. **Medical First Responder (MFR) Callouts:** 1 callout. **Meeting with Fire Commissioner:** Jack Blair met with HID trustees, Chief Bill, and myself on November 26. He focused on fire operations, not medical callouts, and provided guidance on processes. He expressed concern about personnel numbers but did not indicate this as a critical issue. **New Applications:** 7 new firefighter applications received during the December 3 practice session; 2 interviews completed, more to follow.

Questions: There were no questions.

3. **Water Report Summary:** Kathleen Conabree read the water report:

HID Water Operator Report (Nov 18 - Dec 15, 2024)
Water Tests and Arsenic Results:

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Weekly water tests were conducted and delivered to the Keremeos lab.
Arsenic levels decreased to 8.70 PPB from 8.86 PPB last month (MAC: 10 PPB).
October and November arsenic results posted outside the water office and emailed to the administrator.
Reservoir Inspection:
Monthly inspection by Gary Ross found the reservoir in good condition. The ladder used to access the top was moved but secured afterward.
Water Pressure Issue at 980 Ellis:
A leak under the house was fixed, and a new curb stop assembly was installed after extensive efforts to locate the old service line.
The old, galvanized line showed significant mineral buildup, affecting water volume.
Emergency Shut Off:
An emergency shut off was performed at 5227 Webster St. on December 11.
Water Usage:
Week 47: 928,700 gallons (avg. 132,671 gal/day)
Week 48: 936,200 gallons (avg. 133,743 gal/day)
Week 49: 928,400 gallons (avg. 139,807 gal/day)
Week 50: 926,700 gallons (avg. 132,386 gal/day)

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

Financial Report Summary (January 1 - November 30, 2024)
Water Department:
Revenue: Includes water toll, sundry, penalties, & parcel tax revenue.
Expenses: Major expenses include advertising, equipment rental, insurance, office wages, water quality monitoring, repairs and maintenance, utilities, and water operator wages.
Net Income: The report shows the net income for the water department.
Fire Department:
Revenue: Includes fire protection revenue, interest, tax levy, and revenue from USIB.
Expenses: Major expenses include advertising, insurance, office wages, supplies, repairs and maintenance, firefighter gear, vehicle insurance, hydrant expenses, building maintenance, utilities, and firefighter remunerations.
Net Income: The report shows the net income for the fire department.
Balance Sheet:
Assets: Includes petty cash, bank accounts, capital reserves, accounts receivable, and prepaid expenses.
Liabilities: Includes accounts payable and capital tax advance.
Equity: The report shows the total equity.

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6) Bylaws & Resolutions: N/A

7) Refer to Admin Report Summary Above.

8) New Business:
There was no "New Business".

9) Conclude Meeting:

a) Next Meeting scheduled for January 20th, 2025, @ 10:00AM at the Hedley Centre
b) Meeting was adjourned at 10:29 by Wes Mufford

Wes Mufford, Chair

Maria Manazza, Corporate Administrator

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