

## **Regular Monthly Board Meeting Minutes**

Hedley Improvement District

April 21<sup>st</sup>, 2025, 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:** Cory Pelletier (He briefly joined the meeting to inform everyone that he will submit the fire report to the office later today due to personal family matters).

- 1) **Call to order:** Wes Mufford (Chair) called the meeting to order @ 10:00AM
- 2) **Approval of Agenda:** Dave/Stephen moved to adopt the agenda as presented.  
Carried.
- 3) **Adoption and acceptance of the previous minutes:** Dave/Stephen moved to accept the previous minutes from March 17th, 2025.  
Carried.
- 4) **Petitions and Delegations:**
  - Kristen Simmons from Pineview Services attended the meeting. She presented a letter to the board requesting permission for the use of Hedley's fire hydrants during the fire season. Pineview services is in the process of registering with BC Wildfire and BC Bid. They plan to be operational by May 31<sup>st</sup> with a crew of 8 members and have already received permission from Princeton and Keremeos to use their hydrants. The Hedley board of trustees decided to grant Pineview services permission to use Hedley's hydrants as needed.

### **Reports:**

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

**Date:** April 21<sup>st</sup>, 2025

**Prepared by:** Maria Manazza

**Subject:** HID Monthly Report Highlights

## 1. Update on the Revenue Enhancement Committee

Maria noted that the Revenue Enhancement Committee met on April 17<sup>th</sup>, but she has not yet received the minutes from that meeting.

## 2. Pumphouse & Leak Detection Course.

Wes discussed the history and ongoing work related to the pumphouse. He presented the pumphouse plans to the board and mentioned that he will also present them to the engineer.

Wes shared his experience from the leak detection course and presented his certificate. He recommended that Hedley should get certified to service its own fire hydrants in the future.

## 2. Fire Department Monthly Report Summary:

The fire report was not submitted due to personal family matters.

## 3. Water Report: Kathleen Conabree read the water report:

### HID Water Operator Report (March 18, 2025)

Water Report was given to Trustees at monthly board meeting by the water operator, as normal.

Tuesday bacteriological water tests taken every week & delivered to Keremeos lab with all clear results, also as normal.

March arsenic test taken on 25<sup>th</sup> and delivered to Keremeos lab. The result this month was 8.23 PPB, 0.56 PPB lower than the previous two months.

The aquifer level on March 15 was 57' 10" below the surface. On March 31 the level had risen to 55 '6" below surface. April 15 saw a further level rise to 51' 9"

On March 19, I was due to attend the Leak Detection course in Vernon with Wes Mufford. Unfortunately, the alternator went on my vehicle in West Kelowna, the vehicle had to be towed, and I was unable to attend as scheduled. Wes Mufford, however, did attend and shared his knowledge with me.

On Monday March 24<sup>th</sup>, Gary Ross and I began the yearly main valve exercising. The residents were notified they may have a short dip in water pressure or water may be shut down for 2 minutes while we exercised the valves near their homes. As of April 11<sup>th</sup>, all but three valves at the Cenotaph have been exercised, painted & numbered. The maintenance list for those valves which require more than just annual exercising include 10 main valves which need columns vacuumed for sand or water (valve 55 behind the museum), 4 require repainting due to bad weather on exercise day. Also:

Valve 32 at Webster & Ellis may be seized – revisit

Valve 41S at 909 1<sup>st</sup> Ave Wheel leaks at top when open but OK closed

Valve 41E at Webster & 1<sup>st</sup> Seized – excavate? May be for old hydrant  
Valve 63 South Colonial Rd. Wheel valve is very fragile

Gary Ross will be collecting pumphouse data, be available for emergencies and has offered to begin the vacuuming maintenance while I am away April 22 – May 8. Gary will also collect the arsenic test and deliver to the lab on April 30, in my absence. I will leave a note on the water office bulletin board with his, Dave Peers' and Wes Mufford's emergency telephone numbers.

On April 11, Tim Roberts had a meeting with Lara Fletcher of Abandoned Mines, who did the work with the USIB core sampling at the Candorado Heap and tailings last month, and the CAO of the RDOS, in order to put forth the case for financial assistance with upgrades to our water system, given the levels of arsenic. He has been working tirelessly to assist the Water Office/HID in this regard and is planning a trip to Victoria as the next step in bringing attention to the Heritage nature of Hedley townsite and to the Federal/Provincially funded financial assistance we require with ageing infrastructure.

On April 15, I attended Wes Mufford's property at 1089 Kingston Ave as he reported a leak in an elbow joint at the property and required the water to be turned off.

Met with Dennis Matson & Gary Ross on April 16 to go over plans for the Webster Street bridge dig for installation of a new valve to replace the old one (39E) at the east end of the bridge, which is inaccessible. This is to shut off water flowing under the creek where there has been a large leak suspected for many years, while still maintaining access to water for the residences along upper Webster Street. This work is set to commence on *Wednesday May 14* and is estimated to take 1-2 days depending on which size line is located there. I met with Gary Ross at his property where we store excess larger items for the Water office, to assess parts in stock. If, as the maps indicate it is, in fact, a 3" line, we have three 3" main valves in stock and one Robar coupling. Some length of 3" pipe and/or nipple(s), as well as a second Robar coupling will be required for purchase ahead of the work commencing. The heavy machinery will be operated by Dennis Matson, Dave Peers will be assessing & handling work in the hole, Gary Ross & Gerry Wilkins will be in attendance for consultation and the entire job will be overseen by the Water Operator with the assistance of Wes Mufford who also holds a water operator license. Resident's will be notified on Monday May 12 (on FB page and by public posters) that this work will be taking place and what to expect during the dig.

A second maintenance dig is scheduled nearer the end of May to re-seat Valve 55 (behind the museum) as the column is below grade and is consistently filled with water to the top of the column since the spring of 2024. The fire department has complied with requests not to exercise their hoses there, so that the water office could determine if the issue was surface water or a leaky valve/line. The column has had to be vacuumed twice since that time and is again filled with water to the top. The area around this valve is often wet and muddy (also somewhat below grade) both along the road and in the parking lot, and a valve or line leak is now suspected. The USIB will be notified ahead of undertaking this work.

**Pumpage - March 18 – April 17, 2025 (31 days): 4,475,500 total gallons**  
**Average 144,370 gal/day**

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

Hedley Improvement District  
Income Statement

January 1 to March 31, 2025

**Water**

- Total Revenue: \$120,917
- Total Expenses: \$33,572 (Budget: \$189,200)
- Net Income: \$87,344

**Fire and Street Lighting**

- Total Revenue: \$13,022
- Total Expenses: \$26,399 (Budget: \$134,100)
- Net Income: -\$13,377

**Balance Sheet (as of March 31, 2025)**

- Total Assets: \$1,866,110
- Total Liabilities: \$37,833
- Equity: \$1,828,277

**Note:** The full financial report is available at the HID office.

**5) Bylaws & Resolutions:** N/A

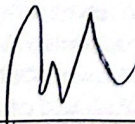
**6) Old Business:** Refer to the Administrative Report

**7) New Business:**

- a) Gerry raised a question regarding Health Canada's proposal to lower the allowable limits for arsenic. Kathleen will respond to Health Canada, highlighting how the proposed limits will create financial challenges for the town of Hedley and the Improvement District.

**8) Conclude Meeting:**

- a) Next Meeting scheduled for May 26th, 2025, @ 10:00AM at the Hedley Centre
- b) Meeting was adjourned at 11:03 by Wes Mufford

  
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Wes Mufford, Chair

  
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Maria Manazza, Corporate Administrator