
R.W.W.D. MONTHLY REPORT

TO: RWWD TRUSTEES

FROM: JOE MATIAS – OPERATIONS MANAGER

SUBJECT: NOVEMBER 2025 MONTHLY REPORT

DATE: JAN.05/26

CC: HEIDI HANSEN

INTRODUCTION

This memo provides results of Raleigh Waterworks District operational events that have taken place during this past month, for all disciplines of the RWWD department.

Water Treatment Plant:

In the month of December, the water treatment plant continued to produce sufficient amounts of treated water with only one production train online, to meet the seasonal flow demand as RWWD Operations continues to conduct annual maintenance on production train #1. An outside welding contractor has been scheduled to fabricate and repair a couple steel brackets in the tube settler tank for the sludge drive assembly. SideTrax contracting has taken over the snow removal contract at the water plant compound from JDL Lots as they can no longer provide their services. On Dec.10/25, a quarterly Trustee Board meeting was held at the water plant that was open to the public as publicized on the website and roadside sandwich board signage. On Dec.11/25, the Utility Manager attended a Confined Space & Monitoring recertification course to renew existing certificate. On Dec.17/25, RWWD Management scheduled and participated in its annual Christmas staff appreciation luncheon. Also, on the same day the RWWD Mazda 5 fleet vehicle had its front cv axles replaced along with the gas tank vent. Telus Security field technician was onsite to replace the malfunctioning heat detector/heat sensor in the water treatment plant building. On Dec.28/25, Telus Communication field technician was onsite again to repair the phone land line dedicated to our water plant ProTalk alarm callout center. On Dec.29/25 TGMoore Electrical was onsite to repair and replace the electrical breaker for the building rooftop gutter drain on east side of the plant.

River Intake:

Regular and consistent daily rounds and checks were conducted as per normal operational tasks. North Thompson River levels are still being continuously monitored closely to ensure adequate water supply for the RWWD distribution system. The river levels in the North Thompson River have shown lower river levels from the previous month, for the month of December. The winter east river pump at EMPS (Electric Motor & Pump Service) in Kelowna has been assessed and

reported that the mechanical seal failed, causing water to enter the pump windings. Luckily our ground fault system in place, prevented the motor windings from grounding. A rebuild kit for the pump has been ordered and there is a 10-to-12-week estimated time of arrival for the parts. Once the parts arrive, they will initiate the rebuilding of the pump.

Water Distribution:

Consistent and regular weekly bacteriological testing has been completed on the distribution system to meet the Conditions of Permit for our system. Continuous monthly reporting to the Interior Health Authority has been submitted to sustain consistent compliance. All regular water meter readings were taken for all commercial buildings and residential buildings with over one inch water services for monitoring purposes as per Bylaw 195. There were no water service shut-off events in the month of December. On Dec.18/25, TG Moore Electrical replaced the existing ultrasonic level transmitter in the high lift building clear well with a submersible level transducer, in order to seal an existing open hatch preventing further chlorine precipitation in the building that is causing corrosion on existing electrical equipment.

Septage System:

Regular preventative maintenance and daily rounds are being conducted 7 days a week. The water treatment plant septic tank was pumped out on Dec.31/25 as per monthly requirements. Septic field #3 required a flow meter totalizer meter re-alignment as it stopped working temporarily. RWWD Management is still collaboratively working with True Consulting and the Environmental Protection Officer in completing and finalizing the amendment of the effluent discharge Permit #6611.

BC One Tickets:

There were no BC One tickets issued for the month of December to which the RWWD operations did not require to provide locations for our buried utility infrastructure. Our location maps are continuously being updated to reflect any changes.

Yours truly,

Joe Matias

Operations Manager of Rayleigh Water Works District