

**MINUTES OF THE REGULAR MEETING OF THE VILLAGE OF CRAVEN COUNCIL  
HELD ON MAY 11, 2020 AT 1:00 p.m. AT THE COMMUNITY HALL**

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**PRESENT:** Mayor Cairns  
Councillor Vandeven  
Councillor Bridges  
Councillor Black  
Councillor Robson

**Administrator:** Karen Herman

**AS NO MEETING WAS HELD IN APRIL DUE TO THE COVID 19 VIRUS, THIS MEETING WILL ADDRESS ITEMS FROM APRIL AND MAY.**

**CALL TO ORDER**

Mayor Cairns called the meeting to order at 1:00 p.m.

**DELEGATION**

None

**AGENDA**

**01-05-20 Vandeven/Black** – That the agenda be adopted as presented. CARRIED

**MINUTES**

**02-05-20 Bridges/Vandeven** – That the minutes of the regular meeting held on March 9, 2020 be approved. CARRIED

**FINANCIAL REPORT**

Accepted as presented.

**ACCOUNTS FOR APPROVAL**

**03-05-20 Robson/Vandeven** – That the Accounts payable Cheque # 3365-3396 and online payments in the amount of \$18163.01 for April and Accounts Payable Cheque # 3397-3425 and online payments in the amount of 25614.35 for May be approved. CARRIED

**04-05-20 Black/Robson** – That the Bank Reconciliations for the month of March and April be approved. CARRIED

**UNFINISHED BUSINESS**

Quotes for the rink roof will be reviewed at September meeting in hopes that the COVID virus does not impact the community to any financial strains.

**05-05-20 Robson/Vandeven** – That we approve the Waterworks Emergency Response Plan. CARRIED

**06-05-20 Black/Vandeven** – That second reading is given to Bylaw 01-20 Code of Employee Conduct. CARRIED

**07-05-20 Robson/Bridges** – That third and final reading is given to Bylaw 01-20 Code of Employee Conduct. CARRIED

Discussion whether or not more dialogue should be included in the minutes. Councillor Bridges wishes to see more discussion noted.

**08-05-20 Vandeven/Black** – That the minutes shall remain as they have been with no additional dialogue included as other communities follow this practice as well. CARRIED

**09-05-20 Robson/Vandeven** – That we pay \$7142.00 to Heritage Home in Lumsden for our portion of the roof repair. CARRIED

**NEW BUSINESS**

That water consumption report is accepted as presented.

That the maintenance report is accepted as presented.

**10-05-20 Robson/Vandeven** – That Tax Enforcement begin for outstanding taxes from 2019. CARRIED

**11-05-20 Black/Bridges** – That the office be closed to the public due to Covid 19 Effective March 16<sup>th</sup>, 2020 until further notice. CARRIED

**12-05-20 Robson/Vandeven** - That interest is not charged on overdue utility accounts effective April 1, 2020 until further notice. CARRIED

**Put notice in next utility billing that interest has not been charged.**

**13-05-20 Robson/Black** – That the Audited Financial Statement for 2019 is approved. CARRIED

**14-05-20 Robson/Vandeven** – That we order Loraas Bins for spring clean up for May 14-19<sup>th</sup>. CARRIED

**CORRESPONDENCE**

**15-05-20 Robson/Bridges** – That Councillor Vandeven will register for online classes through ATAP to obtain CEU to maintain his water certification before November. CARRIED

**16-05-20 Black/Vandeven** – That the correspondence be filed as read. CARRIED

**BUDGET**

The Budget for 2020 was gone through line by line. Discussion regarding income, expenses, proposed purchases and projects took place.

**17-05-20 Vandeven/Robson** – That the Budget for 2020 be approved with no change in the Mill Rate by either Village (9.85) or School (Agricultural 1.43, Residential 4.12, Commercial/Industrial Other 6.27, Commercial/Industrial Resources 9.68). The budget includes the purchase of a new mower, ATV, repairs to the guitar sign, an arch at the cenotaph, cemetery work and concrete blocks for the storage area behind the village office/shop area as well as transferring money from reserve to cover the cost of new water meters and new well shed.

A recorded vote was held.

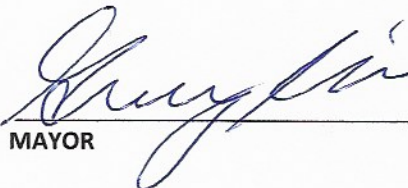
In Favor: Cairns, Black, Robson and Vandeven.

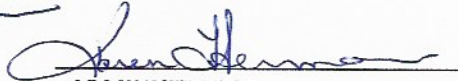
Opposed: Bridges

CARRIED

**ADJOURNMENT**

**18-05-20 Vandeven** – That this meeting be adjourned at 3:30.

  
MAYOR

  
ADMINISTRATOR