

**MINUTES OF THE REGULAR MEETING OF THE VILLAGE OF CRAVEN COUNCIL
HELD ON January 14th, 2019 AT 7:00p.m. AT THE VILLAGE OFFICE.**

PRESENT: Mayor Garry Cairns
Councillors: Tom Buhay
Robert Black
Adri Vandeven
Administrator: Amy Kozak
Absent: Brook Arnold

CALL TO ORDER

Mayor Cairns called the meeting to order at 7:00 p.m.

AGENDA

2019/01 – BUHAY/VANDEVEN – That the agenda be approved with additions.

CARRIED

MINUTES

2019/02 – BLACK/VANDEVEN – That the minutes of the regular meeting of the council held on December 10th, 2018 be approved.

CARRIED

Financial Report

2019/03 –VANDEVEN/BLACK – That the administrator’s statement of cash receipts, payments and balances for the period ending December 31st, 2018 be approved as presented. Accounts payable Batch 00039-00045 totals \$52,003.50

CARRIED

EMBANKMENT RESTORATION FOR HIGHWAY 641 AND FRASER AVENUE

2019/04 – BLACK/BUHAY – That a letter of agreement be sent to resident at 26-27 09 BD655 to sign so that we have approval to perform the work as stated in the proposal from Associated Engineering.

CARRIED

ASSET MANAGEMENT TRAINING

2019/05 – BUHAY/VANDEVEN – That this matter be tabled until the next meeting to be held in February.

CARRIED

PUBLIC WORKS

2019/06 – BLACK/BUHAY – That the town foreman report be received, reviewed and filed as information.

CARRIED

WATER SHED REPORT

2019/07 – BUHAY/VANDEVEN – That the water shed monthly report be viewed, initialled and filed as information.

CARRIED

HALL DAMAGE DEPOSITS

2019/08 – BLACK/VANDEVEN – That all damage deposits for December2018 be approved for refund.

CARRIED

UTILITY ARREARS

2019/09 – VANDEVEN/BLACK – That letters are to be sent out to all residents that have utility arrears with a cut off date set for February 5th, 2019.

CARRIED

BUILDING PERMIT REQUEST

2019/10 – BUHAY/VANDEVEN – That this matter be tabled until the next meeting to be held in February.
Request property owner to attend the meeting to inform council of plans.

CARRIED

LAGOON FEES

Confirmation that septic companies need to have a business license in order to dispose into the village lagoon.

RATE PAYER MEETING

2019/11 – BLACK/VANDEVEN – That a rate payer meeting be held after the budget is complete. Date to be determined later.

CARRIED

FIRE DEPARTMENT REPORT

Invite the Village of Craven Fire Chief to meet with council to inform them of any upgrades and training that the fire department is needing.

CRAVEN RINK BOARD

2019/12 – BLACK/VANDEVEN – That the Craven Rink board minutes be received, reviewed and filed as information.

CARRIED

ADMINISTRATOR WAGES

2019/13 – BLACK/BUHAY – That the acting administrator has past the six-month probation period and as a result wages will increase to \$25.00 per hour.

CARRIED

YEAR END AUDITOR MEETING

2019/14 – VANDEVEN/BUHAY – That the meeting with the auditor be set for February 25th, 2019.

CARRIED

EMERGENCY CALL OUT SYSTEM

2019/15 – BLACK/VANDEVEN – That this matter be tabled until the next meeting to be held in February.

CARRIED

TOWN FORMAN WINTER HOURS

2019/16 – VANDEVEN/BUHAY – That town Forman hours will be 8:00 am to 4:30pm from November 1st to April 1st.

CARRIED

ADVERTISE FOR A CHIEF ADMINISTRATIVE OFFICER

2019/17 – VANDEVEN/BLACK – That resignation from Wendy Dunn as Chief Administrative Officer be accepted and as such an advertisement be posted in the Last Mountain Times for a replacement. Resume cut off date will be 5:00 p.m. Friday February 1st, 2019.

CARRIED

ANTI-VIRUS FOR LAPTOP

2019/18 – BUHAY/BLACK – That the lap top gets an anti virus program installed on it by LGA Support Services Inc.

CARRIED

Correspondence

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|------------------------------------|----------------------------------------------------------------|
| - Lumsden & District Heritage Home | Re: Regular Meeting Minutes |
| - Valley Side Pre-School Inc. | Re: 2018 AGM Minutes |
| - RCMP | Re: Community Policing Report |
| -Pryor Seminars | Re: Payroll Law 2019 |
| - SaskEnergy | Re: Revenue Share |
| - Town of Rockglen | Re: Proposed closure of Poplar River Power Plant and Coal Mine |
| - all-net | Re: Council meeting organizer |
| - Resident Letter | Re: Rate payers meeting |

ADJOURNMENT

2019/19 – BUHAY/BLACK – That the meeting be adjourned. (8:06 p.m.)

MAYOR

ADMINISTRATOR