

**MINUTES OF THE REGULAR MEETING OF THE VILLAGE OF CRAVEN COUNCIL
HELD ON October 17th, 2018 AT 7:00p.m. AT THE VILLAGE OFFICE.**

PRESENT: Mayor Garry Cairns
Councillors: Tom Buhay
Robert Black
Brook Arnold

Administrator: Amy Kozak

CALL TO ORDER

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

AGENDA

2018/35 –ARNOLD/BLACK – That the agenda be approved with additions.

CARRIED

MINUTES

2018/36 – BLACK/BUHAY – That the minutes of the regular meeting of the council held on September 10th, 2018 be approved.

CARRIED

2018/37 – BLACK/ARNOLD – That the minutes of the special meeting of the council held on September 23rd, 2018 be approved.

CARRIED

Financial Report

2018/38 – BLACK/BUHAY – That the administrator’s statement of cash receipts, payments and balances for the period ending September 30th, 2018 be approved as presented. Accounts payable Batch 00022 & 00025 totals \$90,429.25

CARRIED

DELEGATION – VALLEY SIDE PRESCHOOL @ 7:15

Representatives from the preschool attended the meeting to sign and pay for their new lease agreement for 2019.

WATER CONSUMPTION

2018/39 – ARNOLD/BLACK – That this matter be tabled until the next meeting to be held in November 2018.

CARRIED

ASSOCIATED ENGINEERING – EMBANKMENT RESTORATION FOR LOT 26

2018/40 – ARNOLD/BUHAY – That a detailed design and construction proposal for option 1 be requested from Associated Engineering.

CARRIED

ASSOCIATED ENGINEERING – ASSET MANAGEMENT UPDATE

2018/41 – BLACK/BUHAY – That a revised asset management proposal be requested from Associated Engineering.

NO PARKING SIGNS

2018/42 – BUHAY/ARNOLD – That the town foreman purchase “No Parking” or “Do Not Park in Driveway” signs and that a letter be sent to Craven United AA about being more conscientious about where they are parking.

CARRIED

APPOINTMENT OF BUILDING OFFICIAL

2018/43 – ARNOLD/BLACK – That in accordance with the service agreement with Professional Building Inspections, Inc., the Village of Craven hereby resolves to issue a Certificate of Appointment for Bobby Baker, a Licensed Building Official who is a resident of the Province of Saskatchewan.

CARRIED

JD INDUSTRIAL CREDIT APPLICATION

2018/44 – ARNOLD/BLACK – That a credit application be completed for JD Industrial Supplies to be used on a purchase order only account with a limit of \$2,000.

CARRIED

SKID WING

2018/45 – BUHAY/BLACK – That the matter be tabled till the spring of 2019.

CARRIED

FURNACE REPAIR

2018/46 – ARNOLD/BUHAY – That the quote from Piller’s Plumbing, Heating and Air Conditioning Ltd. be accepted and that they be hired to complete the project of replacing the old unit heater at 7 Tennant Street.

CARRIED

FIRE TRUCK REPAIRS

2018/47 – ARNOLD/BLACK – That the quote from Sea Hawk Specialized Truck Service be accepted and that they be hired to complete the service and maintenance required on the fire truck.

CARRIED

MMSW SERVICE AGREEMENT

2018/48 – BUHAY/ARNOLD – That the new service agreement from Multi-Material Stewardship Western Inc. is accepted and is to be completed and filed with them no later than October 31st, 2018.

CARRIED

ADMINISTRATOR WAGES

2018/49 – BLACK/BUHAY – That the acting administrator has past the first three months probation period and as a result wages will increase to \$21.25 per hour.

CARRIED

PUBLIC WORKS

2018/50 – ARNOLD/BLACK – That the town foreman report be received, reviewed and filed as information.

CARRIED

WATER SHED REPORT

2018/51 – BLACK/ARNOLD – That the water shed monthly report be viewed, initialled and filed as information.

CARRIED

HALL DAMAGE DEPOSITS

2018/52 – BLACK/ARNOLD – That all damage deposits for September be approved for refund.

CARRIED

BULLETIN BOARD

2018/53 – ARNOLD/BUHAY – That the town foreman is to use the village billboards for posting bi-election information.

CARRIED

WATER SECURITY INSPECTION

2018/54 – ARNOLD/BLACK – That the waterworks compliance inspection from Water Security Agency be received, reviewed and filed as information. The town foreman is to attend the ATAP Infrastructure Management Ltd. wastewater treatment and wastewater collection Class 1 on November 19th, 2018.

CARRIED

SUMASSURE INSURANCE

2018/55 – BLACK/BUHAY – That the current SUMAssure policy be renewed for 2019.

CARRIED

PROPERTY TAX ARREARS

2018/56 – ARNOLD/BLACK – That Council accept the list of lands in arrears as presented and that TAXervice be authorized to handle the Tax Enforcement proceedings on behalf of the Village of Craven.

CARRIED

SAMA – MAINTENANCE REQUEST

2018/57 – BUHAY/ARNOLD – That the 2019 Sama maintenance request list be accepted as presented.

CARRIED

UTILITY ARREARS

2018/58 – ARNOLD/BLACK – That letters are to be sent out to all residents that have utility arrears with a cut off date set for November 6th, 2018.

CARRIED

NEXT MEETING

2018/59 – BLACK/BUHAY – That the next regular council meeting be moved to November 19th, 2018 @ 7:00 to be held at the village office.

CARRIED

SIDEWALK REPAIR

2018/60 – BUHAY/BLACK – That the side walk area of Lot 13 Block 8 BD655 be repaired by the town foreman.

CARRIED

TRANSFER STATION LOCKS

2018/61 – BUHAY/BLACK – That the transfer station lock be changed, and new keys be cut and distributed to the approved list of people.

CARRIED

BY-LAW NO 01-2017

2018/62 – BUHAY/ARNOLD – That letters are to be sent to Lot 5 Block 9 BD655 and Lot 1 Block 9 BD655 regarding resident complaints regarding dogs on these properties.

CARRIED

CORRESPONDENCE

- Lumsden & District Heritage Home
- Munisoft
- UMAAS
- Asset Management Saskatchewan
- Resident Letter
- Resident Letter
- Letter

- Re: Meeting Minutes
- Re: Cybersecurity
- Re: Asset Management Workshops
- Re: Workshops
- Re: Driveway Work
- Re: Resume
- Re: Resume

ADJOURNMENT

2018/63 – BLACK/BUHAY – That the meeting be adjourned. (8:55 p.m.)

MAYOR

ADMINISTRATOR