

**MINUTES OF THE REGULAR MEETING OF THE VILLAGE OF CRAVEN COUNCIL
HELD ON NOVEMBER 12, 2024 AT 7:00 p.m.
AT THE COMMUNITY HALL**

CALL TO ORDER

The meeting was called to order at 7:02 PM by Mayor Anderson.

PRESENT: Mayor Anderson
Councillor Morin
Councillor Taylor
Councillor Winqvist
Councillor Kozak

Administrator: Sherry Beatty-Henfrey

AGENDA

01-11-24 Taylor/Winqvist – That the agenda be approved as amended. CARRIED

MINUTES

02-11-24 Morin/Kozak – That the Regular Meeting Minutes held on October 8, 2024 be approved as presented. CARRIED

DELEGATION: None

ACCOUNTS FOR APPROVAL

03-11-24 Winqvist/Taylor– That the Bank Reconciliation for October 2024 be approved. CARRIED

04-11-24 Kozak/Winqvist – That the Accounts Payable Cheque #5023-5045, and including online payments totalling in the amount of \$271,175.42 be approved. CARRIED

UNFINISHED BUSINESS

Rink Board Bylaw No. 07-2024

05-11-24 Winqvist/Taylor – That Rink Board Bylaw No. 7-2024 is amended to read “No. 16. The fiscal year of the Board shall be from September 1 to August 31” and furthermore is read a third time and passed. CARRIED

Nuisance Abatement Bylaw No. 13-2024

06-11-24 Morin/Kozak – That the Nuisance Abatement Bylaw No. 13-2024 is read a third time and passed. CARRIED

Amendment to Repeal Bylaw No. 14-2024

07-11-24 Taylor/Winqvist – That the Amendment to Repeal Bylaw No. 14-2024 is read a third time and passed. CARRIED

Utility Rate Bylaw No. 15-2024

08-11-24 Morin/Taylor – That Utility Rate Bylaw No. 15-2024 is amended to read “No. 9 Discontinuance of services: A. For those consumers who require a new service (curb stop to be installed), as a personal request to discontinue services, the Village will be responsible for all costs of the installation. B. For those consumers who require a new service (curb stop to be installed), as a means to discontinue service on

overdue accounts, the consumer will be responsible for all costs of the installation.” and furthermore is read a second time. CARRIED

NEW BUSINESS

List of Lands in Arrears - 2023

09-11-24 Morin/Winquist – That the list of lands in arrears is accepted as presented, and to exclude from the list of lands properties in which the amount of taxes in arrears does not exceed one half of the immediately preceding year’s tax levy. The following described lands are to proceed with tax enforcement procedures:

Lots 12-15, Block 4, Plan BD655

Lot 25, Block 12, Plan BD655

Lot 5, Block 9, Plan BD655 CARRIED

TAXervice

10-11-24 Winquist/Kozak – That TAXervice be authorized to handle the Tax Enforcement proceedings on behalf of the municipality. CARRIED

Valley Keyboards – 2025 Hall Rental confirmation

11-11-24 Taylor/Morin – That the request of \$100.00 for the day is accepted for the piano recital for April 15, 2025. CARRIED

Councillor Kozak declared a conflict of interest in the next item of business and left the meeting room at 8:25 p.m.

SaskTel Business InterNET Contract Renewal

12-11-24 Morin/Taylor – That the Business interNET extended 50 contract is renewed for a 5 year term at \$69.95 per month. CARRIED

Councillor Kozak returned to the meeting room at 8:27 p.m.

PBI – Fee Review

13-11-24 Kozak/Winquist – That the PBI Fee Schedule for 2025-2026 is acknowledged. CARRIED

PBI – New Certificate of Appointments

14-11-24 Morin/Winquist – That we appoint Bobby Baker, Virginia Shepley, Josha Nitz, Amanda Kaufmann, Cristin Korchinski, David Kindred, John Dulle and Charles Fiss as building official representatives for the Village of Craven. CARRIED

Demo Permit #24-004

15-11-24 Morin/Winquist – That Demo Permit #24-004, for 9 Fraser Avenue, is approved pending PBI review, recommendations and approval. CARRIED

CORRESPONDENCE

1. Water Consumption for the month of October was 411,256 gallons.
2. WSA – Lagoon Compliance Inspection

16-11-24 Morin/Taylor – That the Lagoon Compliance Inspection is noted as read and acknowledged. CARRIED

3. Beaton Planning – OCP/Zoning Drafts
4. Wyatt Engineering – October 16th Meeting Minutes and Scope Change

17-11-24 Taylor/Winquist– That Scope Change Request No. 1 is approved. CARRIED

5. LDHH – September Minutes
6. Traffic Safety Grant Reporting
7. 2024 Municipal Governance Seminar Registrations – Dec 2-3, 2024

PORTFOLIO REPORTS

Mayor Anderson

Administration & Library: Nothing to report.

Councillor Kozak

Parks & Recreation: The Bingo Party is set for December 7th.

Councillor Kozak

Fire/Protective Services: Fire training and hand-held radio training was on November 5th and it went really well. Some interesting points of the training is that we can request a private channel. We also reviewed the STARS channel and scan functions on the radio.

Community Emergency Preparedness Information Sharing: Attended the Community preparedness workshop through LSREMO (Living Sky Regional Emergency Measures Organization) on November 2. Residents are encouraged to have a 72 hour emergency kit. It is always best to prep for up to 7 days just in case of an emergency. It was mentioned that residents should look into back-up generators to run the basics if they can. A used generator costs \$400-\$600 dollars. The Village should consider one for the hall and/or reservoir. An external battery pack to keep phones charged is always good to have. A list of food/water suppliers in the Village should be kept on hand, such as Wolfs, Esso, the Bar and 641 for reference. An external hard drive/lap top for backup storage for basic Village functions is necessary to contact residents in a time of need. Sterling Switzer was contacted for Sask Alert training for Lindsay, Sherry and any other council members that may be interested.

We then had an Incident Command System review. Discussed the concept of an organized and tiered structure to match complexities and demands of a single or multiple incidents without being hindered by jurisdictional boundaries. This effectively manages control during an emergency from Local Authority (Council) to EOC (Emergency Operators Center) Director to EMO (Emergency Measures Organization) Coordinator. The Director handles Operations, Logistics, Planning and Finance and is also in charge of Risk Management; is the Liaison and contact for media/public. EMO will be on site with the Police and the Fire Department. EOC personnel will manage the EOC facility. The facility can be anywhere but far from the vulnerable location, such as the Rink, Hall and neighbouring communities. The Administrator will continue to work on our community EMO Plan and the Vital Services Directory through LSREMO and the Village.

Councillor Winquist

Maintenance/ Water & Sewer: Richard can come pick up the black curbs for around the play structure for the park, as the Elks have now passed on the maintenance of the park to the Village. The black curbs hold the rocks in place. The netting from the soccer nets is at the Village office for the winter. Just the steel parts of the soccer nets are left there for now.

The reclaimed asphalt that was received from the highways can be pushed up into one big pile behind the rink.

Councillor Taylor

Cemetery/ Hall: Nothing to report.

Councillor Morin:

Landfill: There is a sign off sheet now started at the office for handing out keys. Each load is to be inspected prior to giving the keys to ensure the proper items are disposed at the landfill. There have been random items left there lately that aren't supposed to be. Only clean wood waste and steel is permitted. This includes trees, branches, yard waste, untreated lumber that is not painted or stained. Should the random prohibited items continue a trail camera will be installed.

Rink: Trisha sent in the financials and budget to the Village. She will let us know when they are having their next meeting.

18-11-24 Winqvist – Councillor Winqvist thanked everyone for his time on council and adjourned the meeting at 9:48 pm.

CARRIED

MAYOR

ADMINISTRATOR