

MINUTES OF THE REGULAR MEETING OF THE VILLAGE OF CRAVEN COUNCIL
HELD ON AUGUST 12, 2025 AT 7:00 p.m.
AT THE COMMUNITY HALL

CALL TO ORDER

The meeting was called to order at 7:01 PM by Mayor Anderson.

PRESENT: Mayor Anderson
Councillor Morin
Councillor Taylor
Councillor Hart

ABSENT: Councillor Kozak

Administrator: Sherry Beatty-Henfrey, CAO

AGENDA

01-08-25 Morin/Taylor – That the agenda be approved. CARRIED

MINUTES

02-08-25 Hart/Morin – That the Regular Meeting Minutes held on July 8, 2025 be approved as presented. CARRIED

DELEGATION: Richard Lipiec

Richard gave an update on training the new employee Kim Back and what projects he has left to work on. He will be creating a list for Kim and a guideline to follow. He has one more test of Hydrocarbons left. The Hydrants have been serviced and will be flushed again in the spring and fall. There are 3 hydrants left to fix in the near future. Richard agreed to be our weekend operator until Kim is certified. We wished Richard all the best as he starts his retirement.

ACCOUNTS FOR APPROVAL

03-08-25 Taylor/Hart – That the Bank Reconciliation for July 2025 be approved. CARRIED

04-08-25 Morin/Taylor – That the August 2025 Accounts Payable Cheque #5214-5248, and including online payments totalling in the amount of \$101,867.88 be approved. CARRIED

UNFINISHED BUSINESS

Sign Corridor Bylaw 05-2025

05-08-25 Morin/Taylor – That the Sign Corridor Bylaw 05-2025 is read a third time and passed. CARRIED

Sign Application Re-issue

06-08-25 Morin/Hart – That the re-issued sign application for Valley Side Acres is approved. CARRIED

E-notices

07-08-25 Morin/Anderson – That E-notices for Utility and Tax is approved to be purchased from Munisoft. CARRIED

Hall Key System

08-08-25 Morin/Anderson – That the Hall is re-keyed to a security key. Councillor Taylor to look into the best options. CARRIED

NEW BUSINESS

Utility Interest Reactivation - Bylaw 15-2024

09-08-25 Morin/Hart – That the Utility Interest as per Bylaw 15-2024 is reactivated. CARRIED

Certified Operator Contract

10-08-25 Morin/Taylor – That the Contract for the Certified Operator for Richard Lipiec is approved as amended. CARRIED

Uncertified Water Treatment Facility & Maintenance Operator

11-08-25 Anderson/Hart – That the Employment Contract for Water Treatment Facility & Maintenance Operator for Kim Back is approved as amended. CARRIED

12-08-25 Morin/Anderson – That Kim Back is hired as the Uncertified Water Treatment Facility & Maintenance Operator at a wage of \$28.00 per hour. Upon certification his wage will be increased to \$30.00 per hour. Furthermore, that the waiting period for benefits is waived and a new credit card is issued under Kim Back as well as Richard Lipiec's credit card to be cancelled. CARRIED

GIC Maturity Notice

13-08-25 Morin/Hart – That the GIC is renewed to 90 day non-redeemable at 2.80%. CARRIED

DEFERRED BUSINESS

CORRESPONDENCE – Accepted as presented

1. Water Consumption for the month of July was 867,057 gallons.
2. Metercor – Pilot Quote
3. EPO – Waterworks Compliance Inspection
4. Wyatt Engineering/Colliers – Update
5. Bench
6. Speed Sign Stats

| NEW Portfolio Reports | Primary/Secondary | May consist of |
|--|--------------------------|---|
| Grants, Projects & Improvements | Anderson/Kozak | Admin, Parks & Recreation |
| Strategic Planning & Safety | Kozak/Morin | Fire & Protective Services (LSREMO, RCMP) |
| Infrastructure & Roads | Hart/Anderson | Maintenance, Water & Sewer |
| Facilities & Services | Taylor/Hart | Cemetery, Hall, Landfill, Lagoon |
| Organizational Rep & Community Engagement | Morin/Taylor | Rink, Library, LDHH, Cleanup committee |

Mayor Anderson

Grants, Projects & Improvements: Nothing new to report.

Councillor Kozak submitted a written report.

Strategic Planning & Safety: 2 calls to the fire department since our last meeting. One was at Valeport that had to be redirected to Siltou. It appeared to be arson as one of the picnic tables was destroyed. RCMP were notified. The other call was for a rail tie smouldering. Colin and I were unable to attend but I believe a report should've been made to file with CN. We have some training coming up with Siltou involving live burns, weather and burn conditions pending. The concrete walkway Richard replaced at the fire hall looks great - thank you, Richard!

To co-report for parks and rec, the Craven Fall Festival will be Sept 13th at the rink with free admission for the band (covered by the Sask Lotteries Grant). We will have a caterer on site with a menu of delicious food and will have an assortment of kids/family games at the park during the afternoon.

Councillor Hart

Infrastructure & Roads: Replaced 2 hydrants on Tennant and Gilman. Sidewalk replacement at the fire hall and Tennant Street. Regular maintenance continues.

Councillor Taylor

Facilities & Services: The Cemetery has been looking good in getting cleaned up. Could use another trim soon. A lot of bookings at the Hall. Elks upgraded their room for the 40th anniversary, they did all the work themselves.

Councillor Morin

Organizational Rep & Community Engagement: September 13th is the next community event with a live band. The social committee will be planning the Christmas party soon.

14-08-25 Morin – That this meeting be adjourned at 9:28 pm

CARRIED

MAYOR

ADMINISTRATOR