

**MINUTES OF THE REGULAR MEETING OF THE VILLAGE OF CRAVEN COUNCIL
HELD ON SEPTEMBER 9, 2025 AT 7:00 p.m.
AT THE COMMUNITY HALL**

CALL TO ORDER

A quorum being present, Mayor Anderson called the meeting to order at 7:02 p.m.

PRESENT: Mayor Anderson
Councillor Taylor
Councillor Hart – attended electronically

ABSENT: Councillor Morin
Councillor Kozak

Administrator: Sherry Beatty-Henfrey, CAO

AGENDA

01-09-25 Taylor/Hart – That the agenda be approved. CARRIED

MINUTES

02-09-25 Hart/Taylor – That the Regular Meeting Minutes held on August 12, 2025 be approved as presented. CARRIED

DELEGATION: Ian Rowswell – Real Estate Interest.

- Didn't attend the meeting.

ACCOUNTS FOR APPROVAL

03-09-25 Taylor/Hart – That the Bank Reconciliation for August 2025 be approved. CARRIED

04-09-25 Hart/Taylor – That the September 2025 Accounts Payable Cheque #5249-5269, and including online payments totalling in the amount of \$100,116.21 be approved. CARRIED

UNFINISHED BUSINESS

None

05-09-25 Taylor/Hart – That we enter into a closed session at 7:36 p.m. in accordance with section 120 (2) of the Municipalities Act and PART III of the Local Authority Freedom of Information and Protection of Privacy Act and the Administrator steps out for this next item of business. CARRIED

Council came out of the in-camera session at 7:47 p.m. and the Administrator returned to the meeting.

NEW BUSINESS

Administrator Compensation Review – UMAAS Guideline

06-09-25 Anderson/Taylor – That Sherry Beatty-Henfrey wage is increased to \$43.00/hour to align within the 2024 UMAAS Administrator Salary Guideline - metrics of experience/education, community size, and years of service, effective September 1, 2025. CARRIED

DEFERRED BUSINESS

1. CHIF Provincial Grant – Canadian Housing Infrastructure Fund
2. PBI Order Update

CORRESPONDENCE – Accepted as presented

1. Water Consumption for the month of August was 803,249 gallons.
2. Wyatt Engineering/Colliers – Update
3. Speed Sign Stats – Sent to RCMP

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:

CHIF Funding – to be investigated further.

Communities in Bloom – discussion will continue once more information is received.

Park Behind the Hall / Green Space – to be discussed further.

Councillor Kozak

Strategic Planning & Safety: no report.

Councillor Hart

Infrastructure & Roads: no report.

Councillor Taylor

Facilities & Services: The Cemetery is looking good. The front door of the Hall to have both locks replaced with new security keys.

Hall Front Doors Re-keyed

07-09-25 Taylor/Hart – The quote from Security Key & Lock Service is approved and 10 keys are issued for the 2 front doors. Furthermore, a \$50 refundable key deposit will now be added to Hall rentals. The deposit will be returned once the key is placed back in its original locking device at the Hall. CARRIED

Councillor Morin

Organizational Rep & Community Engagement: no report.

Reminder for the upcoming dance on Saturday, September 13th at the Craven Rink.

08-09-25 Hart – That this meeting be adjourned at 8:29 p.m.

CARRIED

MAYOR

ADMINISTRATOR