

**MINUTES OF THE REGULAR MEETING OF THE VILLAGE OF CRAVEN COUNCIL
HELD ON SEPTEMBER 8, 2026 AT 7:00 p.m.
AT THE COMMUNITY HALL**

CALL TO ORDER

A quorum being present, Mayor Taylor called the meeting to order at 6:58 p.m.

ALL PRESENT: Mayor Taylor
Councillor Morin
Councillor Kozak
Councillor Tremblay
Councillor Winqvist

Administrator: Sherry Beatty-Henfrey, CAO

AGENDA

01-09-26 Winqvist/Morin– THAT the agenda be approved as presented. CARRIED

MINUTES

02-09-26 Kozak/Winqvist – THAT the Regular Meeting Minutes held on August 11, 2026 be approved. CARRIED

DELEGATIONS:

7:00 p.m. – Art Wolf – Sewer Line request for install – 2 Highway 20

Art Wolf attended the Council meeting regarding the possibility of tying into the Village's sewer system. He explained the set up that he has at Wolf's General Store, which involves a septic hauler that hauls out once a week. Mr. Wolf indicated that he had assumed the Village would be responsible for maintenance of the sewer line up to the property line, which involves under highway 20. Council discussed the requirements and concerns regarding the proposed connection with highways and advised that the Village would get back to him with its decision. Council thanked Mr. Wolf for attending.

FINANCIAL REPORTS

Bank Reconciliation, Financial Statements & Budgetary Control – August, 2026

03-09-26 Tremblay/Winqvist – THAT the Bank Reconciliation and Financial Statements for August, 2026 be approved. CARRIED

Accounts for Approval – September, 2026

04-09-26 Kozak/Morin – THAT the September 2026 Accounts Payable Cheque #5531-5558, and including online payments totalling in the amount of \$437,921.36 be approved. CARRIED

Matured GIC & Interest Reserve

05-09-26 Morin/Winqvist – THAT the GIC of \$391,841.92 is renewed and locked in at 2.7% for 90 days. CARRIED

UNFINISHED BUSINESS

Sewer Line request for install – 2 Highway 20

06-09-26 Winqvist/Taylor – THAT the request for 2 Highway 20 remains pending approval, subject to a formal legal agreement confirming that the owner is responsible for 100% of all installation costs, lawyer fees, required permits and approvals, and all ongoing maintenance, repairs, replacement and liabilities associated with the sewer line from the property to the Village's designated tie-in point at the lift station, including the portion under Highway 20; AND THAT the owner provide documentation satisfactory to the Village confirming the proposed connection is for liquid effluent only and that the existing septic system/tank is suitable for the connection. THEREFORE No work shall commence until all required agreements and approvals are in place. A letter is to be sent to the owner outlining the conditions of Council's decision.

A recorded vote was requested by Councillor Winqvist.

Present: Winqvist, Taylor, Kozak, Morin, Tremblay

In Favour: Winqvist, Taylor, Kozak, Tremblay

Opposed: Morin

CARRIED

Lumsden & Area Mutual Aid Agreement

07-09-26 Winqvist/Kozak – THAT following review by the Craven Fire Chief, the Lumsden & Area Mutual Aid Agreement be approved.

CARRIED

AED Grant & Options

08-09-26 Morin/Winqvist – THAT the AED grant be re-applied for in 2027 and then brought back to Council for further review.

CARRIED

Tax Enforcement

09-09-26 Morin/Tremblay – THAT Council accept the List of Lands in Arrears as presented; AND THAT the list excludes properties on which the amount of taxes in arrears does not exceed one half of the immediately preceding year's tax levy; AND THAT TAXervice be authorized to manage tax enforcement proceedings on behalf of the municipality; THEREFORE THAT TAXervice arrange for the list of lands in arrears to be published in the Last Mountain Times, as required.

CARRIED

Utility Arrears

10-09-26 Winqvist/Morin – THAT in accordance with legislative requirements, outstanding utility arrears be transferred to the applicable property tax accounts at year-end.

CARRIED

Review of Suncorp Appraisals as requested by SUMAssure

11-09-26 Morin/Kozak – THAT the review of the Suncorp Appraisals be approved, with a further review of the Water Treatment Plant to be conducted in 2027 following completion of the upgrades.

CARRIED

NEW BUSINESS

Ministry of Highways Memorandum of Understanding (MOU)

12-09-26 Morin/ – THAT Council direct the CAO to respond to the Ministry of Highways regarding the proposed Highway 99 Drainage and Curbing MOU, outlining Council's concerns and requesting clarification regarding Section B – downstream drainage impacts and responsibility for impacts caused by the project; Section C – additional municipal drainage infrastructure and potential cost-sharing for culverts, ditch grading and maintenance; and Section D – ownership, operation and maintenance responsibilities for the new infrastructure resulting from the project.

Amendment: Councillor Tremblay amended the motion to include a request for clarification regarding the drainage impacts currently crossing Highway 99 and to inquire about the potential use of concrete swales or other suitable drainage measures at Fraser Avenue and Tennant Street.

13-09-26 Kozak/Morin – THAT Councillor Tremblay's **amendment to 12-09-26** clarification of drainage impacts crossing highway 99 and adding concrete swales be accepted. CARRIED

A recorded vote was requested by Councillor Morin.

Present: Winquist, Taylor, Kozak, Morin, Tremblay

In Favour: Taylor, Kozak, Morin, Tremblay

Opposed: Winquist (*abstained; deemed opposed pursuant to Section 63.2 of Bylaw 02-2026*) CARRIED

Thank you letters – highway 99

14-09-26 Morin/Winquist – THAT a thank you letter is sent to W.F. Botkin Construction Ltd., the Ministry of Highways, and WSP Canada Inc. expressing appreciation for their assistance, professionalism, cooperation, and contributions to the Highway 99/Tennant Street and Fraser Avenue paving project.

CARRIED

641 – Sign Corridor Request

15-09-26 Winquist/Morin – That the sign submission for 641 Grill and Motel is approved. CARRIED

Extend past 10pm

16-09-26 Kozak/Morin – That this meeting is extended past 10pm. CARRIED

Craven Campground

17-09-26 Winquist/Morin – That a second meter is installed to determine any leaks. CARRIED

DEFERRED BUSINESS - tabled for further review and discussion at a future Council meeting.

-Sewer Leak – Tennant Street

-PR 10 & 11 – send to Colliers for review

-Welcome Sign

-CCBF Meters

CORRESPONDENCE – Accepted as presented

1. Water Consumption for the month of August is 789,949 gallons
2. RCMP Update

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

Grants, Projects & Improvements

-The social committee has been meeting with the Silton Rec Board to arrange for Culture Days.

Strategic Planning & Safety

-Pursued a STARS Landing on August 15 – Motor Vehicle Collision.

Infrastructure & Roads

-No updates

Facilities & Services

-Waiting on donation to the Elks from a cremation burial.

-Painting the plates at the Cemetery.

-The siding on the back of the hall is repaired.

Organizational Rep & Community Engagement

-No updates

Next regular scheduled council meeting is October 13, 2026 at 7:00 p.m. at the Community Hall.

18-09-26 Taylor – THAT this meeting be adjourned at 10:21 p.m.

CARRIED

MAYOR

ADMINISTRATOR