

**TOWN OF CRAIK**  
**Minutes of the special meeting held on December 5<sup>th</sup>, 2017 in the**  
**Town of Craik Council Chambers**  
**600 Front Street in Craik, SK**

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**Present:** Mayor David Ashdown, Councillors Cheryl Klein, Garry Gilbertson, Cheryl Meshka, Lawrence McRae, Brad Johnson

**Regrets:** Councillor Cody Hull

**Also Present:** Administrator Sarah Wells

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Mayor David Ashdown called the special meeting of council for the Town of Craik to order at 6:30 p.m.

**MOVE TO IN-CAMERA**

**2017-258**

McRae– Move to in-camera session to discuss matters in accordance with Bylaw 2016-01 Part II MEETINGS subsection 12 Closed Sessions.

**CARRIED**

**RISE OUT OF CAMERA SESSION**

**2017-259**

Klein – Rise out of camera session.

**CARRIED**

**LETTER OF CHANGE OF EMPLOYMENT**

**2017-260**

Johnson – That this council approve the letter of change of employment for Kevin Gilby dated December 6, 2017.

**CARRIED**

**APPOINT COMMUNICATIONS COORDINATOR**

**2017-261**

Klein – That this council appoint Kevin Gilby as communications coordinator for the Town of Craik beginning December 11, 2017.

**CARRIED**

**PERSONNEL POLICY AMENDMENT**

**2017-262**

Klein – That the personnel policy be amended to add the following:

**Driver's License Required**

Any employee who is expected to operate a vehicle which needs a licensed operator is required as a condition of employment to have a current valid driver's license.

**CARRIED**

  
INITIALS

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ADJOURNMENT

2017-263

Johnson – Meeting adjourned.

CARRIED

  
MAYOR

  
ADMINISTRATOR

  
INITIALS