

TOWN OF CRAIK
Minutes of the regular meeting held on November 8th, 2018 in the
Town of Craik Council Chambers
600 Front Street in Craik, SK

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

Regrets: Councillor Cheryl Klein

Also Present: Administrator Sarah Wells

Mayor David Ashdown called the meeting of council for the Town of Craik to order at 7:00 p.m.

RECEPTION OF AGENDA

2018-239

Johnson – Reception of the agenda for November 8th, 2018.

CARRIED

ADOPTION OF REGULAR MEETING MINUTES

2018-240

Gilbertson– Adopt the regular meeting minutes of October 11th, 2018.

CARRIED

CORRESPONDENCE REQUEST - HEATHCOTE

2018-241

Meshka- THAT we approve the request submitted by Chris Heathcote to build an outdoor birdhouse in his backyard.

CARRIED

SALT SPREADER

2018-242

Johnson – THAT we purchase a salt spreader, for up to a maximum of \$2,000.

CARRIED

COMMUNITY ENHANCEMENT FUND APPLICATION

2018-243

McRae- THAT we approve the application submitted by CIB to the Community Enhancement Fund in the amount of \$851.00.

CARRIED

BYLAW NO. 2018-15 – AMENDMENT TO NUISANCE ABATEMENT

2018-244

Meshka- Third reading of Bylaw No. 2018-15, being a bylaw to amend Bylaw No. 2006-01, the Nuisance Abatement Bylaw.

CARRIED

TOWN MAINTENANCE REPORT

2018-245

Klein– Reception of Town Maintenance Report as presented by Nathan Heinen.

CARRIED


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WATER REPORT

2018-246

McRae– Reception of Water Report as presented by Kevin Gilby.

CARRIED

BYLAW NO. 2018-14, TRAFFIC BYLAW

2018-247

Gilbertson– First reading of Bylaw No. 2018-14, known as the Traffic Bylaw.

CARRIED

TRAFFIC SIGN QUOTE

2018-248

Gilbertson– THAT we approve the traffic sign quote submitted by Riverstone Studios.

CARRIED

LEVEL 1 WATER TREATMENT/DISTRIBUTION TRAINING

2018-249

Johnson– THAT we approve Nathan Heinen to attend the Water Treatment and Distribution training in Saskatoon from December 10-14th, 2018 inclusive.

CARRIED

REC BOARD APPOINTMENT

2018-250

Johnson– THAT we appoint Cheryl Meshka to the Rec Board.

CARRIED

SIGN REBATES

2018-251

McRae – THAT we approve the sign rebate of \$500 to both Mel's Pharmacy, as well as the Craik Regional Park Board.

CARRIED

MOU – SERVICE ROAD

2018-252

Meshka– THAT we approve the Memorandum of Understanding between the Town of Craik & Palliser Plains Co-operative Association regarding a service road.

CARRIED

TOWN OF CRAIK DONATION POLICY

2018-253

Johnson– THAT we approve the Town of Craik Donation Policy, a copy of which is attached hereto these minutes.

CARRIED


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DIGITAL WATER METERS

2018-254

McRae– THAT BE IT RESOLVED THAT for the third quarter of 2018 all residential accounts with digitally read meters be charged only the base amount for water service and that going forward as of November 1, 2018 all such meters be read and recorded on a monthly basis even though billing will continue to be on a quarterly basis.

CARRIED

SPREADSHEET – WATER INFRASTRUCTURE

2018-255

Johnson– BE IT RESOLVED THAT the Administrator be directed to immediately initiate the production of a spreadsheet detailing the following information for each location with water service:

- Civic address
- Type of water meter at that location
- Date on which the meter was installed or changed *when that information is available*
- Date of the most recent test of the curbstops
- The status of that curbstops
- Date on which the curbstops was installed or replaced *when that information is available*
- The identification number of any garbage bins assigned to that location
- The identification number of any recycle bin assigned to that location

and that failure by designated staff to keep the spreadsheet current will be subject to discipline.

CARRIED

SPREADSHEET – SEWER INFRASTRUCTURE

2018-256

Meshka – BE IT RESOLVED THAT the Administrator be directed to immediately initiate the production of a spreadsheet detailing the following information:

- Location and identification of each manhole
- Most recent date on which the manhole was examined
- The status of each as a result of the inspection
- Identification of each sewer line
- Date on which each line was flushed
- How long was the line flushed for
- What results were noted

and that failure by designated staff to keep the spreadsheet current will be subject to discipline.

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WATER/SEWER DISTRIBUTION MAINTENANCE BINDER

2018-257

Meshka - BE IT RESOLVED THAT the Administrator be directed to immediately initiate the production of a binder with laminated pages indicating each area of the water /sewer distribution system and that this binder be kept current and readily available to be taken to the site every time there is an issue and that failure by designated staff to produce such a binder and keep it current and readily available will be subject to discipline.

CARRIED

2018 LIST OF LAND IN ARREARS

2018-258

Gilbertson- Acknowledge the 2018 List of Land in Arrears presented to the head of council.

CARRIED

TAX ENFORCEMENT

2018-259

Gilbertson- That this council authorize proceedings to request title to land with arrears of taxes for Roll # 137 000, Lots 17-18, Blk 8, Plan No. D2627.

CARRIED

CONSENT AGENDA

2018-260

Gilbertson - Approval of the Bank Statement, Financial Statement, Visa Statement and Account Payables as Consent Agenda.

CARRIED

ADJOURNMENT

2018-261

Johnson - Meeting adjourned.

CARRIED



MAYOR



ADMINISTRATOR



INITIALS