

TOWN OF CRAIK

Minutes of the regular meeting held on Tuesday, December 12th, 2023 in the Rural Municipality of Craik No. 222/Town of Craik Council Chambers in Craik, Saskatchewan

The regular meeting of the Council for the Town of Craik was called to order by Mayor Mark Wegner at 6:32 pm.

Present: Mayor Mark Wegner
Councillor Ernie Spencer
Mike Erlandson
Kim Bakken
Rick Pilling
James Salter

Also, Present: Administrator Jayden Boyd

Regrets: Councillor Kevin Wright

DELEGATES: Rocky Coleman – 7:00 pm (electronically)

APPROVAL OF AGENDA:

2023-222

Moved by Councillor James Salter: **THAT** the Town of Craik Council hereby approves the December 12th, 2023 Agenda as circulated.

CARRIED

APPROVAL OF MINUTES:

2023-223

Moved by Councillor Ernie Spencer: **THAT** the Town of Craik Council hereby adopts the minutes for the Regular Meeting held on November 14th, 2023 as circulated.

CARRIED

FINANCIALS:

ACCOUNTS PAYABLE:

2023-224

Moved by Councillor Rick Pilling: **THAT** the Town of Craik Council hereby approves the December 12th, 2023 Accounts Payables in the amount of \$42,613.84 as presented to Council.

CARRIED

ELECTRONIC PAYMENTS:

2023-225

Moved by Councillor Mike Erlandson: **THAT** the Town of Craik Council hereby approves the November 2023 EPT electronic payment for Education taxes in the amount of \$6,539.30 as presented to Council.

CARRIED

PAYROLL:

2023-226

Moved by Councillor Kim Bakken: **THAT** the Town of Craik Council hereby approves the November 2023 payroll in the amount of \$6,382.05 as presented to Council.

CARRIED

RECEIPTS AND PAYMENTS:

2023-227

Moved by Councillor James Salter: **THAT** the Town of Craik Council hereby approves the November 2023 Receipts and Payments Statement as presented to Council.

CARRIED

CORRESPONDENCE:

2023-228

Moved by Councillor Ernie Spencer: **THAT** the Town of Craik Council hereby accepts the December 12th, 2023 correspondence as circulated.

CARRIED

OLD BUSINESS:

BYLAW NUMBER 2023-05:

Second Reading

2023-229

Moved by Councillor Ernie Spencer: **THAT** Bylaw No. 2023-05 being "A bylaw respecting buildings"; be now read for the second time.

CARRIED


INITIALS

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BYLAW NUMBER 2023-05:

2023-230

Moved by Councillor Rick Pilling: **THAT WHEREAS** all members of council present at this meeting; **THAT** Council unanimously agrees to the third reading of Bylaw No. 2023-05.

CARRIED UN.

BYLAW NUMBER 2023-05:

Third Reading

2023-231

Moved by Councillor Mike Erlandson: **THAT** Bylaw No. 2023-05 having been read a third time, annexed hereto, and forming part of these minutes, be adopted, and authenticated by the Mayor and Administrator of the Town of Craik.

CARRIED UN.

Rocky Coleman joined the meeting electronically at 7:00 pm to discuss bylaw enforcement, he left the meeting at 7:12 pm and did not return.

BYLAW ENFORCEMENT OFFICER:

2023-232

Moved by Councillor Rick Pilling: **THAT** the Town of Craik Council hereby authorizes the Administrator to proceed with obtaining an agreement with Bylaw Enforcement Officer Rocky Coleman.

Recorded Vote:

Mark Wegner	Yes	Mike Erlandson	Yes
James Salter	Yes	Rick Pilling	Yes
Ernie Spencer	Yes	Kim Bakken	No

CARRIED

CEBA LOAN:

2023-233

Moved by Councillor Kim Bakken: **THAT** the Town of Craik Council hereby authorizes the repayment of \$40,000.00 of the CEBA Loan by January 18th, 2024 in order to receive partial loan forgiveness.

CARRIED

REPEAL BYLAW NUMBER 2020-04:

2023-234

Moved by Councillor Kim Bakken: **THAT** the Town of Craik Council hereby repeals Bylaw No. 2020-04 being "a bylaw to decrease the number of councillors".

CARRIED

CLOTHING ALLOWANCE:

2023-235

Moved by Councillor James Salter: **THAT** the Town of Craik Council hereby approves the payment of \$200.00 to Kevin Gilby for his 2023 annual safety clothing allowance.

CARRIED

SEALED TENDERS:

2023-236

Moved by Councillor Mike Erlandson: **THAT** the Town of Craik Council hereby approves the sealed tender submitted by Chris Dulle for the purchase of the 2003 Ford Ranger in the amount of \$3,600.00.

CARRIED

PROPOSED RESIDENTIAL SUBDIVISION:

2023-237

Moved by Councillor Kim Bakken: **THAT** the Town of Craik Council has no concerns with Subdivision Number SUBD-002158-2023 on SE ¼ 23-24-28 W2M; there is no land or facilities that would be affected in the area of the Subdivision.

CARRIED

PROPOSED OTHER SUBDIVISION:

2023-238

Moved by Councillor James Salter: **THAT** the Town of Craik Council has no concerns with Subdivision Number SUBD-002151-2023 on SE ¼ 23-24-28 W2M; there is no land or facilities that would be affected in the area of the Subdivision.

CARRIED


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PROPOSED RESIDENTIAL SUBDIVISION:

2023-239

Moved by Councillor Ernie Spencer: **THAT** the Town of Craik Council has no concerns with Subdivision Number SUBD-002152-2023 on SW ¼ 23-24-28 W2M and SE ¼ 23-24-28 W2M ; there is no land or facilities that would be affected in the area of the Subdivision.

CARRIED

NEW BUSINESS:

RESERVE FUND:

2023-240

Moved by Councillor Rick Pilling: **THAT** the Town of Craik Council hereby moves \$1,597.78 to the Town reserve account collected from the utilities in the month of November 2023.

CARRIED

COUNCILLOR RESIGNATION:

2023-241

Moved by Councillor Mike Erlandson: **THAT** the Town of Craik Council hereby acknowledges Councillor Kevin Wrights' resignation effective January 1st, 2024.

CARRIED

2024 PALLISER LIBRARY LEVY:

2023-242

Moved by Councillor Kim Bakken: **THAT** the Town of Craik Council hereby approves the 2024 Palliser Regional Library Levy in the amount of \$9,353.48 to be paid by January 1st, 2024.

CARRIED

LIBRARY EXTRA HOURS:

2023-243

Moved by Councillor James Salter: **THAT** the Town of Craik Council hereby authorizes the Administrator to send a Letter of Intent to the Palliser Regional Library stating the approval of payment in the amount of \$4,193.00 to fund the extra open hours for the Craik Library.

CARRIED

CRAIK LIBRARY GRANT:

2023-244

Moved by Councillor Ernie Spencer: **THAT** the Town of Craik Council hereby approves the Craik Library Grant in the amount of \$1,000.00.

CARRIED

MUNICIPAL REVENUE SHARING GRANT – DECLARATION OF ELIGIBILITY:

2023-245

Moved by Councillor Rick Pilling: **THAT** the Town of Craik Council confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:

Submission of the 2022 Audited Financial Statements to the Ministry of Government Relations;

Submission of the 2022 Public Report on Municipal Waterworks to the Ministry of Government Relations;

In good standing with respect to the reporting and remittance of Education Property Taxes;

Adoption of a Council Procedures Bylaw;

Adoption of an Employees Code of conduct;

All members of the Council have filed and annually updated their public disclosure statements, and that we authorize the Administrator to file our application with the Ministry of Government Relations as per the requirements of eligibility for the Municipal Revenue Sharing Grant.

CARRIED

TAX ENFORCEMENT:

2023-246

Moved by Councillor Mike Erlandson: **THAT** the Town of Craik Council hereby instructs the Administrator to apply for titles on Lots 7-8, Blk 11, Plan No. B415, Title No. 134605975 & 134605986, Lot 17, Blk 10, Plan No. D2627, Title No.146533956 and Lot 4, Blk 21, Plan No. AM1896, Title No. 149641926 as per the Tax Enforcement Act.

CARRIED

TAX ENFORCEMENT:

2023-247

Moved by Councillor Kim Bakken: **THAT** the Town of Craik Council hereby instructs the Administrator to apply to the Provincial Mediation Board to waive the waiting period for Lot 4, Blk 21, Plan No. AM1896 due to abandonment of property.

CARRIED


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2024 COUNCIL MEETING DATES:

2023-248

Moved by Councillor James Salter: **THAT** the Town of Craik Council hereby set the 2024 Regular Council Meeting Dates as follows;

Tuesday, January 9 th	6:30 pm
Tuesday, February 13 th	6:30 pm
Tuesday, March 12 th	6:30 pm
Tuesday, April 9 th	6:30 pm
Tuesday, May 14 th	6:30 pm
Tuesday, June 11 th	6:30 pm
Tuesday, July 9 th	6:30 pm
Tuesday, August 13 th	6:30 pm
Tuesday, September 10 th	6:30 pm
Tuesday, October 8 th	6:30 pm
Tuesday, November 12 th	6:30 pm
Tuesday, December 10 th	6:30 pm

CARRIED

2023 AUDIT APPOINTMENT:

2023-249

Moved by Councillor Ernie Spencer: **THAT** the Town of Craik Council hereby appoints Dudley & Company LLP as the Auditors for the preparation and review of the 2023 financial statements.

CARRIED

CHRISTMAS GIFT CARDS:

2023-250

Moved by Councillor Rick Pilling: **THAT** the Town of Craik Council hereby approves the purchase of \$50.00 gift cards from Craik Bigway Foods for administration and staff for a total amount of \$250.00.

CARRIED

LETTER OF SUPPORT:

2023-251

Moved by Councillor Mike Erlandson: **THAT** the Town of Craik Council hereby authorizes the Administrator to send a letter of support to St. John's Ambulance in regards to hosting a mock exercise within the Town of Craik.

CARRIED

IN-CAMERA:

2023-252

Moved by Councillor Kim Bakken: **THAT** the Town of Craik Council hereby moves in-camera at 8:34 pm to discuss human resources as authorized by the legislative authority of the Municipalities Act Section 120 including the exemption in Part III of The Local Authority Freedom of Information and Protection of Privacy Act.

CARRIED

OUT-OF-CAMERA

2023-253

Moved by Councillor Ernie Spencer: **THAT** the Town of Craik Council rises from the in-camera discussion at 8:47 pm.


CARRIED

ADJOURNMENT:

2023-254

Moved by Councillor Rick Pilling to adjourn at 8:58 pm.

CARRIED


MAYOR


ADMINISTRATOR


INITIALS