

TOWN OF CRAIK
Minutes of the regular meeting held on Wednesday, December 16th, 2025 in the Rural Municipality of Craik No. 222/Town of Craik Council Chambers in Craik, SK.

Present:	Mayor Councillor	Mark Wegner Aiden Sanden Kim Bakken Rick Pilling Mike Erlandson
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Also, Present:	Interim Administrator	Tim Fox
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Mayor Mark Wegner called the meeting to order at 6:32 pm.

APPROVAL OF AGENDA:

2025-137

Moved by Councillor Rick Pilling: **THAT** the Town of Craik Council hereby approves the December 16th, 2025 Agenda as presented.

CARRIED

APPROVAL OF MINUTES:

2025-138

Moved by Councillor Mike Erlandson: **THAT** the Town of Craik Council hereby adopts the minutes for the Regular Meeting held on November 25th, 2025 as presented.

CARRIED

FINANCIALS:

2025-139

Moved by Councillor Kim Bakken: **THAT** the Town of Craik Council hereby approve the November 2025 financials as presented to Council:

Accounts for approval A/P – #12229-12266 Cheques \$131,762.13, Electronic payments MEPP \$1,250.86 , Rec General \$1,733.00, EFT-Prairie South \$6,161.49, Payroll – November 2025 \$7,106.58, Payroll – November 2025 \$7,106.58

Bank Reconciliation General November

Bank Reconciliation Savings November

Statement of Financial Activity November

Royal Bank Visa - \$200.00

CARRIED

INVESTMENT OF FUNDS APPROVAL:

2025-140

Moved by Councillor Rick Pilling: **THAT** the Town of Craik Council hereby approve the Investment of \$100,690.66 and \$400,000.00 into a NON-REDEEMABLE GIC for 30 days (Nov 28-Dec28).

CARRIED

CORRESPONDENCE:

2025-141

Moved by Councillor Aiden Sanden: **THAT** the Town of Craik Council receive for information the correspondence as circulated.

Sask Housing Authority – Expired appointments

CARRIED

SUMAssure INSURANCE COVERAGE PREMIUM:

2025- 142

Moved by Councillor Mike Erlandson: **THAT** the Town of Craik Council hereby approve the SUMAssure Insurance policy premium \$45,157.

CARRIED


INITIALS

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NEW BUSINESS:

**RESERVE FUND: November
2025-143**

Moved by Councillor Kim Bakken: **THAT** the Town of Craik Council hereby moves to the Town reserve account collected from the utilities in the month of November 2025 \$2,883.34.

CARRIED

**WESTERN MUNICIPAL CONSULTING – APPOINTMENT OF BOARD OF REVISION AND DEVELOPMENT
APPEALS BOARD
2025-144**

Moved by Councillor Rick Pilling: **THAT** pursuant to Subsection 220(1) of The Municipalities Act, TOWN OF CRAIK appoints Western Municipal Consulting Ltd. to manage the Development Appeals Board process for the term of January 1, 2026, through to December 31, 2026, remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Development Appeals Board: Dave Gurnsey, Dave Thompson, Donna Rae Zadvorny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Stew Demmans, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, Stu Hayward, Pam Malach, Barry Clark, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick, Farrah Ovans, JayDee Mazier, Jordan Boyes, Kenneth Tan, Tyler Shandro, Regan Rayner and Rick Leigh The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair of that hearing from among their numbers.

AND

That pursuant to Subsection 221(1) of The Municipalities Act, the TOWN OF CRAIK appoints Claudette McGuire with Western Municipal Consulting Ltd. as Secretary to the Development Appeals Board for the term of January 1, 2026, through to December 31, 2026, remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If the secretary is unable to perform secretarial functions for reasons which may include scheduling difficulties WMC may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.

AND

That pursuant to Subsection 214(1) of The Planning and Development Act, 2007, the TOWN OF CRAIK appoints Western Municipal Consulting Ltd. to manage the Development Appeals Board process for the term of January 1, 2026, through to December 31, 2026, remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Development Appeals Board: Dave Gurnsey, Dave Thompson, Donna Rae Zadvorny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Stew Demmans, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, Stu Hayward, Pam Malach, Barry Clark, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick, Farrah Ovans, JayDee Mazier, Jordan Boyes, Kenneth Tan, Tyler Shandro, Regan Rayner and Rick Leigh The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair of that hearing from among their numbers.

AND

That pursuant to Subsection 216(3)(a) of The Planning and Development Act, 2007, the TOWN OF CRAIK appoints Claudette McGuire with Western Municipal Consulting Ltd. as Secretary to the Development Appeals Board for the term of January 1, 2026, through to December 31, 2026, remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If the secretary is unable to perform secretarial functions for reasons which may include scheduling difficulties WMC may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.

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Dudley & Company LLP Engagement Letter 2025

DUDLEY & COMPANY LLP :

2025-145

Moved by Councillor Aiden Sanden: **THAT** the Town of Craik Council hereby approves: The engagement letter for Dudley and Company LLP to audit the financial statements of the Town of Craik which comprise the statement of financial position as at December 31, 2025 and the statements of the operation, change in net financial assets and cash flow for the year then ended and notes to the financial statements (including a summary of significant accounting policies), as well as a summary of the financial statements.

CARRIED

CHRISTMAS GIFT CARDS:

2025-146

Moved by Councillor Mike Erlandson: **THAT** the Town of Craik Council hereby approves the purchase of \$100.00 gift cards from Craik Bigway Foods for staff for a total amount of \$200.00.

CARRIED

AGED ACCOUNTS:

2025-147

Moved by Councillor Kim Bakken: **THAT** the Town of Craik Council hereby authorizes the Administrator to transfer any outstanding Utilities and accounts receivable accounts 90 days or more in arrears after December 31st, 2025 to the tax roll.

CARRIED

ABATEMENT OF TAXES – DOUBLE BASE TAX BILLING

2025-148

Moved by Councillor Rick Pilling: **THAT** the Town of Craik Council hereby approve the cancellation of:

500 Gaw Ave - \$800.00 Base tax Levied twice

500 Mary Street – \$800.00 Base tax Levied twice

RCMP GIL as they will only pay what they allow - Roll 136 \$743.82, Roll 345 \$1372.11, Roll 449 \$646.03

CARRIED

CRAIK HOUSING AUTHORITY LEASE

2025-149

Moved by Councillor Aiden Sanden: **THAT** the Town of Craik Council enters into a lease agreement with the Craik Housing Authority to provide for Medical Staff Housing.

CARRIED

REPORTS

2025-150

Moved by Councillor Mike Erlandson: **THAT** the Town of Craik Council hereby accepts the November 2025 reports as circulated.

- Water Works – Testing
- Water Works – Monthly report
- Public Works - Monthly report

CARRIED

PALLISER REGIONAL LIBRARY EXTRA HOURS

2025-151

Moved by Councillor Kim Bakken: **THAT** the Town of Craik Council approves the Palliser Regional Library Extra Hours funding of extra hours for 2026 as presented for \$3,748.00

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**JANUARY COUNCIL MEETING
2025-152**

Moved by Councillor Rick Pilling: **THAT** the Town of Craik Council hereby set the January 2025 Regular Council Meeting Date to January 13th, 2025.

CARRIED

**ADJOURNMENT:
2025-152**

Moved by Councillor Aiden Sanden to adjourn at 8:40 pm.

CARRIED



MAYOR - MARK WEGNER



ADMINISTRATOR – TIM FOX