

Minutes of the Special Council Meeting of the Town of Outlook
Held in the Town Hall Complex Council Chambers, 400 Saskatchewan Avenue West, Outlook,
Saskatchewan on Wednesday, April 23, 2025

Council Present: Mayor Ryan Husband
Councillors: Sharon Bruce Guy Derald
Andy Long Donna Smith
Kyle McLeod Kevin Grotheim

Council Absent: None

Staff Present: Kevin Trew, CAO
Rachel Sillers, Assistant CAO

Delegation: None
Media in Gallery: None

Call to Order: A quorum being present, Mayor Husband called the meeting to order at 7:07 p.m.

Adoption of Agenda:
56/25 – Derald:

That the agenda for this regular meeting as attached hereto and forming a part of these minutes, be approved with the follow item removed:
11.ii Sales Agreement – Lot 9, Block 52

Carried.

Consent Agenda:
57/25 – Grotheim:

That the consent agenda (including minutes of the April 9, 2025 regular meeting, as well as direct payroll deposits totaling \$36,928.61 and bills and accounts for payment, cheques 56693 to 56737 and online payments 1251 to 1256 totaling \$179,933.03) be adopted and attached to these minutes.

Carried.

Bylaw 03(2025) A Bylaw to Enter into Agreement for the Outlook and District Joint Health Committee – Second Reading:
58/25 – Bruce:

That Bylaw 03(2025) A Bylaw to Enter into Agreement for the Outlook and District Joint Health Committee, be read a second time.

Carried.

Equipment Disposals:
59/25 – McLeod:

That Council approve the sale of the following surplus equipment to the high bidders, in “as-is” condition as follows:

Nelmar Plastic Granulator	Bob Utigaard	\$257
2006 Chev 1500 (unit #19)	Matt Niemi	\$1,300
2006 Chev 1500 (unit #93)	Bob Utigaard	\$1,100
Mobil Street Sweeper	Larry Pederson	\$666
1983 Kodiak Tandem	Bob Utigaard	\$10,000
2003 F350 Haul All	Bob Utigaard	\$2,700
New Holland 7” Rough Cut Mower	Allen MacDonald	\$851

Carried.

Joint Asset Equipment Disposals:

60/25 – Derdall:

That Council approve the sale of the following surplus equipment to the highest bidders in an "as-is" condition, pending subsequent approval from the Outlook-Rudy Joint Protective Services Committee as follows:

Skid Tank & Motor	Matt Niemi	\$500
1994 JEPP Rescue Vehicle	Joedy Williams	\$5,600.06

Carried.

Mayor and Councillor's Forum:

Mayor & Council discussed their experiences at the 2025 SUMA Convention from April 13 to 16th, 2025. Mayor Husband was joined at the convention by Councillors Bruce, Derdall, Grotheim, McLeod and Smith and CAO Kevin Trew and Assistant CAO Rachel Sillers.

Mayor Husband invited all community members to attend the official sod-turning ceremony for the new Outlook-Rudy Fire Hall marking the beginning of construction on the long-awaited project.

Mayor Husband took a moment to recognize Administrative Professionals Day, expressing gratitude to the Admin members of Team Outlook.

Policy EMP-016 Employee Social Media Practices:

61/25 – Grotheim:

That Council approve policy EMP-016 Social Media Practices as presented.

Carried.

Policy COU-003 Council Social Media Policy:

62/25 – Derdall:

That Council approve policy COU-003 Social Media Practices as presented.

Carried.

Councillor Smith declared a conflict of interest on agenda item 12.ii Non-Arm's Length Payment and left the meeting at 8:29 p.m.

Councillor Grotheim declared a conflict of interest on agenda item 12.ii Non-Arm's Length Payment and left the meeting at 8:29 p.m.

Non-Arm's Length Payments:

63/25 – Bruce:

That Council approve the payments to Riverbend Industries for lights replaced in the curling rink in the amount of \$1,260, to Kevin Grotheim for reimbursement of mileage to SUMA convention in the amount of \$139, and to Donna Smith for reimbursement of mileage and parking for the SUAM convention in the amount of \$150.

Carried.

Councillor Smith returned to the meeting at 8:30 p.m.

Councillor Grotheim returned to the meeting at 8:30 p.m.

Mayor

**CHIF Application:
64/25 – McLeod:**

That the Council of the Town of Outlook supports the application for a Canada Housing Infrastructure Fund (CHIF) grant for Lagoon Upgrade and Council agrees to:

- Meet the legislated standards;
- Meet the terms and conditions of the CHIF program;
- Commit to paying the applicant's share of the eligible costs and ongoing (operating and other) costs associated with the project; and
- Ensure legislative and regulatory requirements will or have been met including requirements for a federal environmental assessment process, provincial environment assessment process, and requirements for Indigenous consultation or engagement.

Carried.

**Move to In Camera:
65/25 – Bruce:**

That Council move the meeting to an In Camera session at 8:52 p.m. for discussion on land and personnel.

Carried.

**In Camera Rise and Report:
66/25 – Grotheim:**

That Council rise and report from their In Camera session at 9:53 p.m.

Carried.

Council discussed a hybrid employee salary grid for 2025 to 2029 which takes into account performance as well as a small increase for inflation each year. This will be presented for approval at the next meeting of Council.

Council also discussed an offer to purchase two Railyard Subdivision lots and the CAO will continue to negotiate a sale on the Town's behalf.

**Adjournment:
67/25 – Derald:**

That this meeting be adjourned at 9:53 p.m.

Chief Administrative Officer

Mayor/Deputy Mayor

Mayor