



**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, August 13, 2025**

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

**Council Absent:** None

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

**Delegations:** Justin Heatherington, Associated Engineering (virtual)  
**Media in Gallery:** None

**Call to Order:** A quorum being present, Mayor Husband called the meeting to order at 7:04 p.m.

**Adoption of Agenda:**  
**128/25 – Long:**

That the agenda for this regular meeting as attached hereto and forming a part of these minutes, be approved as presented.

Carried.

**Consent Agenda:**  
**129/25 – Grotheim:**

That the consent agenda (including minutes of the July 16, 2025 regular meeting and minutes from the August 5, 2025 Joint Protective Services Committee meeting, communications from J. David dated July 17, 2025 and CAO Short Term Leave advise, Q2 2025 Financial Statement, July 2025 Chequing as well as direct payroll deposits totaling \$127,535.50 and bills and accounts for payment, cheques 56982 to 57070 and online payments 1342 to 1362 totaling \$589,820.82) be adopted and attached to these minutes.

Carried.

**Landfill Audit Report:**  
**130/25 – Smith:**

That Council accept the Landfill Audit Report dated July 31, 2025.

Carried.

Justin Heatherington of Associated Engineering arrived at the meeting virtually at 7:29 p.m. to present the Preliminary Design Report for the Landfill Expansion project and to provide information on the Lagoon Downstream Use Study to Council.

Mr. Heatherington left the meeting at 8:11 p.m.

**Mayor and Councillors' Forum:**

Councillor Derald noted the improvements being made to the parking lot at the Jim Kook RecPlex. He also highlighted a "free-cycling" program he encountered at another landfill and suggested to look into starting a program along the same lines in Outlook, CAO Trew advised that the Town is starting one very shortly.

Mayor Husband highlighted the success of the 2025 Riverbank Rodeo at its new location on the Jim Kook RecPlex grounds, with its largest attendance yet, and thanked the committee and volunteers for all of their hard work. Mayor Husband also mentioned that he had recently met with MP Fraser Tolmie and discussed housing, Federal initiatives, and the Irrigation Development coming to the Outlook area. He finished by issuing a reminder that the Communities in Bloom committee are coming to Outlook on August 15, 2025 to tour the Town.

**Highway Commercial Subdivision:**

**131/25 – Grotheim:**

That Council approve proceeding to tender for the Highway Commercial Development Phase 1.

Carried.

Councillor Derald declared a conflict of interest on agenda item 12iv Non-Arm's Length Payments and left the meeting at 8:27 p.m.

Councillor Grotheim declared a conflict of interest on agenda item 12iv Non-Arm's Length Payments and left the meeting at 8:27 p.m.

**Non-Arm's Length Payments:**

**132/25 – Bruce:**

That Council approve the payments to Guy Derald for 1 month's cell phone allowance in the amount of \$40.00, to Kevin Grotheim for one month's cell phone allowance in the amount of \$40.00, and to Riverbend Industries for a service call in the amount of \$105.45.

Carried.

Councillor Derald returned to the meeting at 8:28 p.m.

Councillor Grotheim returned to the meeting at 8:28 p.m.

**Adjournment:**

**133/25 – Smith:**

That this meeting be adjourned at 8:28 p.m.

---

Chief Administrative Officer

---

Mayor/Deputy Mayor

-----  
Mayor