



CAO Report: Kevin Trew

Date:

April 9, 2025

Prepared for:

☒ Council

☒ Public

☐ Committee

Human Resources:

- There are no permanent employees on disability leave, as a nod to our strategic plan, we are tracking days without accidents or injury involving staff members
- The community development department has been advertising, interviewing and filling seasonal positions for the Van Raay and Community Pool as well as other programming
- We welcomed a new member to Team Outlook in March, Kelsey joins us in the Recreation Department and has proven to be a valuable addition already. We have heard from Sara that she will be returning to work for us after her maternity/parental leave has ended in June
- We welcome a young man from OHS named Silas who is working with us at the office as a part of the OHS work study program. He is at our office on Thursdays and he is interested in the legal aspects of the CAO job. He is currently reviewing the bylaws and we are hoping he will be able to help draft and/or amend a couple bylaws in the coming months. I expect he will be joining us at a Council meeting in May to present a bylaw

Policy and Procedural Items:

- Council approved the strategic plan update and we are now implementing it across departments tying a lot of what we do to the Strat Plan
- Assessment Notices have been sent out, so the roll is currently open with the ability for property owners to review other property assessed values and appeal their value if they see fit. This was a revaluation year which means that every property was reassessed on paper and every property owner should receive an assessment notice. Many residential properties saw a reduced assessed value this year, with the total residential assessed value across the Town going down slightly, commercial and industrial property values saw an increase. This will result in a slight shift in the tax burden, we can use tax tools to mitigate this if Council should see fit to do so. We expect taxes to be levied in late May/early June and, with a budgeted increase in municipal taxes and a change in education property tax mill rates, everyone will see a different tax bill in 2025.
- SAMA has informed us that the Town of Outlook will be reassessed physically in 2025 for the 2026 calendar year, so we are expecting that next year there will be yet another change. SAMA physical assessments usually occur every 10 to 15 years.
- The Outlook-Rudy fire hall build is launching immediately, with the award of the tenders to local contactors happening this week, we are very excited to see this come to fruition in 2025.

Successes this Month:

- Shout out to the staff at the Jim Kook Recplex, this year's rink season has been long and has had its challenges; the kitchen in particular was a concern early on, I am very proud of the team there, we made key changes midseason that will serve us well going forward. I was privileged to witness a few of the Provincial playoff games as well as league games and celebrations and the staff really stepped up in these instances, collaborating with managers, coaches and volunteers. Congratulations Team Outlook!

Learning Opportunities/Capacity Development:

- We are working hard with builders and developers to support residential builds in the Town of Outlook, the Housing Accelerator Fund is here for us to help lighten the load. We have a lot of plans to build in Outlook this summer and we have still identified a couple of residential lots for infill to meet that need. We are very grateful for the builders and developers who are trying to meet the need and we are hoping that those who are able have reached out to us to see how we might help



Current Unfinished Projects:

- Subdivisions Projects
 - 2024-2025 Highway Commercial and Residential Subdivision – We have a draft subdivision plan which includes subdividing the sports grounds as Municipal Reserve, establishment of an extension of Tollefson Drive to the east into the sportsgrounds as well as residential lots on Mann Street and dividing up lots along the highway, this will be presented to Council in early April
 - College South Residential – No update at this time
- Sales of Commercial Lots – we have had a bit of interest in commercial lots at the Highway Commercial area (build in 2026) as well as in the Railyard Subdivision. (build in 2025). We are hopeful these come to fruition and that there will be public announcement soon
- 2025 Capital Works plans – we have an aggressive capital works plan which includes the start of the storm water retention pond along the Highway and the Fire Hall build, pavement, cemetery configuration, storm sewer replacement on Franklin Street from Sask Avenue to Railway and completion of the raw water intake project to name the larger projects, 2025 will continue to be a busy construction year in Outlook