



CAO Report: Kevin Trew

Date: June 1, 2025

Prepared for:

☒ Council

☒ Public

☐ Committee

Human Resources:

- The community development department added their summer staffing and the pool is now open
- Public Works is advertising for its summer staff and are about to make offer for summer employment
- Silas, our work experience student from OHS, will be done with us on June 12
- We held a general staff meeting on July 10 from 11 to 1 to discuss the strategic plan and the expectations of each staff member to work towards these goals

Policy and Procedural Items:

- The assessment roll closed on June 6, there have been a few more appeals filed than normal, we have been able to resolve three of these with agreements to adjust so far. We still have 6 appeals that have not been resolved, these are all in the Cameron Subdivision
- Taxes have been levied and notices sent out, if there are adjustments to any of the properties that are subject to an appeal, those will be made during the year. Taxes paid in the month of June are recipients of a 4% discount, in the month of July there is a 2% discount, all further months are at par.
- The Outlook-Rudy fire hall build is progressing rapidly and we are looking at a commissioning date of late August

Successes this Month:

- Outlook-Rudy Fire Hall – what an incredible project to be a part of, the volunteer fundraising committee, the crew itself along with their families, the contractor and supplier commitment to getting the project completed and the phenomenal community support are inspiring. The work is progressing much faster than we had thought and this just adds to the excitement

Learning Opportunities/Capacity Development:

- Marketing, telling the Irrigation Story and Business Retention and Expansion – these are areas that Team Outlook is working on developing capacity. We are especially proud of the work we are doing with business expansion and we are finding that this keeps our team very busy. At first, we had staff doing this off the side of their desks but we are looking to create dedicated roles to these functions in order to give the proper attention to growth opportunities

Current Unfinished Projects:

- Subdivisions Projects
 - 2024-2025 Highway Commercial and Residential Subdivision – The application for subdivision has been submitted to Community Planning
 - College South Residential – The developer has presented a business case and there is further work to be done in order to make it a sound business case
- Sales of Commercial Lots – we have sold 2 lots in the Railyard Subdivision and 1 lot in the Highway Commercial Subdivision, there has been a lot of interest in further purchases in the Highway Commercial Subdivision between Saskatchewan Road and Fraser Avenue, I continue to share the plan of proposed survey with those interested
- 2025 Capital Works plans – Many of the capital works are under way, we are awaiting report from Associated Engineering before beginning the Storm Water Retention Pond
- Highway 15 Rehabilitation – The Ministry of Highways has made contact with us regarding the rehabilitation project and the Town has agreed to funding the improvements outlined in the Traffic Impact Assessment of 2021 to accommodate the Railyard, Highway Commercial and Mann Street Subdivisions