



CAO Report: Kevin Trew  
Prepared for:

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Council  
 Committee

Public

### **Human Resources:**

- We are working on HR planning for 2026, Megan is applying for the Canada Summer Jobs Grant for next summer, we received this regularly, with increases during the pandemic, however we have not received funds through this grant program for the past 2 years
- We are looking at a rejig of staff complements for 2026 and look forward to presenting a draft organization chart to Council at committee in December

### **Policy and Procedural Items:**

- Public Works wrapped up a few of their capital projects recently, namely the shed at the cemetery and the Tollefson Drive/Christie Street intersection
- The Executive Team has put together a draft operations budget as well as 10 year capital plan for Council consideration
- We will be completing a draft of the strategic plan report card to present to Council in January for their review, as budget work and the report card are difficult to be doing at the same time
- The Saskatchewan Road Commercial Subdivision Development and Storm Water Retention Pond t contractor, KMS, attended the kickoff meeting in mid November and they are beginning their work this week
- I continue to meet with interested developers, business people, realtors and the like to discuss real estate opportunities in the Town of Outlook
- Members of our team have met with AON, the agent of SUMASSURE, on a new program which formalizes and digitizes our equipment and building inspections and maintenance, in addition it speaks well to asset management, this is a part of the SUMASSURE program and is free of charge, we will be using it full throttle in 2026
- The Outlook-Rudy fire hall is very close to completion it is well lit now, we are planning for commissioning of the building prior to calendar year end, on budget and on time, hosting our first committee meeting in the building next week to go over progress

### **Successes this Month:**

- The 2025 calendar year is winding down and we have met quite a few benchmarks, we have exceeded some and fallen short of others but, all-in-all I am very proud of our team once again
- Team Outlook pulls together to serve this community, not just when they are at work, our team volunteers and puts in extra care and effort to not only keep this community at a standard to be proud of, but also to provide example to others as evidenced in the team logging volunteer time
- We did very well in Communities in Bloom, 1<sup>st</sup> in Saskatchewan in our category, achieving 4 blooms, THANK YOU everyone!

### **Learning Opportunities/Capacity Development:**

- Wheatland Library – we are working to have an agreement with other stakeholders but I fear that this may not work out, still early days, the other stakeholders said that they had appetite to work together but now a couple have let on that they will bow out, more to come later

### **Current Unfinished Projects:**

- Subdivisions Projects
  - 2025-2026 Saskatchewan Road Highway Commercial Subdivision – We await start, the estimated time for completion is 290 days, Sasktel has been installing fibre optic in the adjacent area recently
  - College South Residential – Nothing to report at this time
  - Sales of Commercial Lots – meeting with investors, expect prospectus to be out before mid December
- Highway 15 Rehabilitation – We have nothing new to report