



CAO Report: Kevin Trew

Date:

October 9, 2024

Prepared for:

Council

Public

Committee

Human Resources:

- Megan and her crew are finishing up recruiting for the 2024-2025 rink season, users and visitors will see a few changes in staffing as well as kitchen offerings as we keep an eye on making the kitchen a true profit centre to contribute funds to offset user fees and taxpayer funding of the facility
- We have been attempting to have a regular lunch get together for all staff, sometimes we get together at a location and sometimes we support local charities selling lunch and eat separately, we are planning a lunch for late October or early November and we will invite all Council members to attend as well, stay tuned
- In September, Council passed an updated Employee Recognition Policy after we asked staff preferences on how long service is recognized, it was a fantastic exercise and Council settled on something that works for most

Policy and Procedural Items:

- Nominations for Council have been slow, with 1 candidate for Mayor and 3 candidates for Council being declared at the writing of this report (Monday). Should a 2nd call for nominations be necessary due to shortage of declared candidates, I will declare those nominated as elected and do a 2nd call; we have been in contact with Sunwest School Division to hold our election polls together as there is more than one nomination for that board position
- As this Council approaches the end of its term, the nature of governance that this Council has embraced lends itself very well to business continuity, having said that we are balancing bringing forth decisions for Council on a timely basis and we understand that not one member of Council wishes to be accused of putting certain items forward in a rush
- At the October 9 Council meeting, we are proud to table the first draft of the operations and Capital plan for 2025. The plan is to introduce it to this Council, take feedback and then present a draft operations and Capital Plan to the new Council once elected. The hope is that each member of the current Council and the new Council will provide input as is appropriate
- As Council is aware, one of the jobs of the CAO is that of gatekeeper, in particular, the Council Procedures Bylaw states that I put the agenda together for Council meetings. When asked to be placed on an agenda from a delegation, I review if the issue or concern has already been dealt with in the previous 6 months and ensure that the delegation is made aware of the process to attend Council meeting. Unfortunately, in the case of the Skytrail Trailblazer Committee, the denial of attendance at the September 25 was done verbally as the request was after the deadline to submit requests for delegation, and the Letter to the Editor from Mr. Hammer in last week's issue of The Outlook only partially quotes the conversation. I had sent an email to the committee requesting information on two occasions and received the information after the September 25 Council meeting. I suggested that the committee could meet with the new Council at the first meeting of the new Council and was prepared to add them to the agenda as a delegation at that time. Council ruled that the Skytrail Bridge would not reopen in 2024. The committee has asked to be a delegation at the October 9 meeting of Council, I reviewed this with the Mayor and she has asked that we allow them to attend with the understanding that Council will be looking for new information and not that which has already been submitted for the public record

Successes this Month:

- The Water Treatment Plant upgrade is nearing completion with commissioning of the new processes happening this week, congratulations to Strike for completing this on time and within budget, thank you to the public who have been inconvenienced by detours, the end of this is very near.



- I was privileged to attend the Saskatchewan Professional Planners Institute at Dakota Dunes on October 1, I joined the EDO from Moosomin and the City Manager from Humboldt presenting on the Housing Accelerator Program which is still in its infancy here in Outlook

Learning Opportunities/Capacity Development:

- We are excited to be hosting George Cuff in Outlook in early December. He will bring information about governance to the Water Wolf Region. We will be taking registrations shortly.

Current Unfinished Projects:

- Raw Water Intake/ Water Treatment Plant Upgrade Project – Strike is wrapping up the WTP upgrade and the pilot project along the river bank is wrapping up this fall with Associated Engineering preparing the results and going to pre-design of a replacement raw water intake based on the success of the infiltration well with a shield well in providing similar quality water to what the current WTP is designed for.
- Subdivisions Projects
 - 2024 Highway Commercial and Residential Subdivision – Casa Boldt is finishing the subdivision application for Mann Street, we have had interest in purchasing an existing lot in the Highway Commercial Zoning District. We signed a lease with CP Rail to acquire the land for the storm retention pond construction
 - College South Residential – off site service levy work calculation and negotiation with developers is ongoing
- Outlook-Rudy Fire and Rescue capital projects – The Fire Hall Campaign Cabinet were a part of three fundraisers and opportunity for exposure and receive feedback this past month, support in the community is there. Both municipal councils are expected to proceed to tender the new fire hall in October