



**Minutes of the Regular Council Meeting of the Town of Outlook
Held in the Town Hall Complex Council Chambers, 400 Saskatchewan Avenue West, Outlook,
Saskatchewan on Wednesday, December 14, 2022**

Council Present: Mayor: Maureen Weierman

Councillors: Kevin Grotheim
Kyle McLeod
Ryan Husband (via zoom)
Sharon Bruce
Bob Stephenson

Council Absent: Justin Turton

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

Call to Order: A quorum being present, Mayor Weierman called the meeting to order at 7:08 p.m.

Adoption of Agenda:

251/22 - McLeod:

That the agenda for this regular meeting as attached hereto and forming a part of these minutes, be approved with the following addition:
New Business - 12.5 - CAO Contract

Carried.

Consent Agenda:

252/22 - Stephenson:

That the consent agenda (including minutes of the November 23, 2022 meeting, minutes from the November 24 Joint Protective Services Committee, Landfill, Library, Foreman and Tax Enforcement reports, as well as direct payroll deposits totaling \$41,302.77 and bills and accounts for payment, cheques 53767 to 53829 and online payments 630 to 640 totaling \$249,333.25) be adopted as presented and attached to these minutes.

Carried.

Second Reading of Bylaw 21(2022) A Bylaw to Establish a Public Notice Policy:

253/22 - McLeod:

That Council approve the second reading of Bylaw 21(2022) A Bylaw to Establish a Public Notice Policy.

Carried.

Second Reading of Bylaw 22(2022) A Bylaw to Provide for the Town of Outlook to Enter into an Agreement to Form a Joint Board of Revision:

254/22 - McLeod:

That Council approve the second reading of Bylaw 22(2022) A Bylaw to Provide for the Town of Outlook to Enter into an Agreement to Form a Joint Board of Revision.

Carried.

Regular Council Meeting of Town of Outlook
Wednesday, December 14, 2022
Page 2 of 3

Third and Final Reading of Bylaw 22(2022) A Bylaw to Provide for the Town of Outlook to Enter into an Agreement to Form a Joint Board of Revision:

255/22 – Bruce:

That Council approve third and final reading of Bylaw 22(2022) A Bylaw to Provide for the Town of Outlook to Enter into an Agreement to Form a Joint Board of Revision.

Carried.

Councillor Husband declared a conflict of interest and left the meeting at 7:18p.m.

Non-Arm's Length Payment:

256/22 – McLeod:

That Council approve the \$76.00 payment to Ryan Husband.

Carried.

Councillor Husband returned to the meeting at 7:18p.m.

Outstanding Utility and Accounts Receivable Balances to Taxes:

257/22 Stephenson:

That Council authorizes the following amounts to be transferred from the Utility Account to the Tax Account failing any payment arriving prior to December 31, 2022:

618 Pangman Street - \$269

431 Park Avenue - \$149.94

3 Maple Place - \$745.02

And further that Council authorizes the following amounts incurred by the Town in remedying an order of violation of the Nuisance Bylaw failing any payment arriving prior to December 21, 2022:

431 Park Avenue - \$5,830

502 Douglass Street – \$504

Carried.

2022 Balanced Scorecard:

258/22 – Bruce:

That Council approve the 2022 Balanced scorecard as presented.

Carried.

2023 Committees of Council and Board Appointments:

259/22 – Grotheim:

That Council approve the 2023 list of Committees of Council and Board Appointments as amended, a copy attached hereto to form a part of these minutes.

Carried.

Cell Phone Reimbursement Policy:

260/22 – Bruce:

That Council pass amended Policy EMP-010 known as the Cell Phone Reimbursement policy as presented, it shall become effective January 1, 2023.

Carried.

Council Remuneration Policy:

261/22 – Grotheim:

That Council pass amended Policy COU-001 known as the Council remuneration policy as presented, it shall become effective January 1, 2023.

Carried.

Mayor

Regular Council Meeting of Town of Outlook
Wednesday, December 14, 2022
Page 3 of 3

Land Purchase Lots 8-10, Blk 56, Plan G358:

262/22 -Bruce:

That Council authorizes the CAO and the Mayor to sign land purchase documents with Arlin Simonson to purchase Lots 8 and 19 Block 56 Plan G358 Civic Address 102 McKenzie Street North for \$73,500 plus all closing costs. And, further that the Town of Outlook engage Eric Tollefson of Northstar Law as the legal counsel to close this purchase.

Carried.

Councillor Husband arrived at the meeting in person at 8:01p.m.

Joint Protective Services 2023 Budget and Capital Plan:

263/22 - Husband:

That Council accepts the 2023 Joint Protective Services Operating Budget and Capital Plan as presented.

Carried.

2023 Salary Grid:

264/22 - McLeod:

That Council approves the 2023 Salary Grid as presented a copy attached hereto to form a part of these minutes.

Carried.

2023 Operating Budget:

265/22 - McLeod:

That Council approve the 2023 Operating Budget as presented.

Carried.

2023-2032 10 Year Capital Plan:

266/22 - Husband:

That Council approve the 2023-2032 10-year Capital Plan as presented.

Carried.

CAO Contract:

267/22 - Grotheim:

That Council approve a 3.5% overall increase for the CAO effective January 1, 2023.

Carried.

Adjournment:

268/22 - Husband:

That this meeting be adjourned at 8:46p.m.

Chief Administrative Officer

Mayor/Deputy Mayor

Mayor