



**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 8, 2021**

Council Present: Mayor: Maureen Weierman
Councillors: Kevin Grotheim Bob Stephenson
Ryan Husband Justin Turton
Kyle McLeod
Sharon Bruce – Attended Virtually

Staff Present: Kevin Trew, Chief Administrative Officer
Crystal Fisher, Office Clerk

Call to Order: A quorum being present, Mayor Weierman called the meeting to order at 7:05 p.m.

**Adoption of Agenda:
367/21 – McLeod:**

That the agenda for this regular meeting as attached hereto and forming a part of these minutes, be approved.

Carried.

**Consent Agenda:
368/21 – Stephenson:**

That the consent agenda (including minutes of the November 24, 2021 meeting, as well as direct payroll deposits totaling \$ 38,846.47 and bills and accounts for payment, cheques 52512 to 52563 and online payments 507 to 511 totaling (\$1,066,844.10) be adopted as presented and attached to these minutes.

Carried.

**First Reading of Bylaw No.17 (2021) the Solid Waste Collection Bylaw:
369/21 – McLeod:**

That Council pass first reading of Bylaw No. 17(2021) the Solid Waste Collection Bylaw.

Carried.

**First Reading of Bylaw No. 18(2021) the Landfill Operations Bylaw:
370/21 – Husband:**

That Council pass first reading of Bylaw No. 18(2021) the Landfill Operations Bylaw.

Carried.

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Board and Committee Appointments:

371/21 – Turton:

That Council makes the following appointments for the calendar year, 2022:

Committees of Council:

Administration Committee – Kyle McLeod, Justin Turton, Maureen Weiterman

Infrastructure & Planning and Development – All of Council

Protection Committee – Ryan Husband, Bob Stephenson, Justin Turton

Community Development Committee – Sharon Bruce, Kevin Grotheim, Ryan

Husband, Dylan Carey, Ron Klassen, Jill Lee, Allison Park

Joint Health Committee – Sharon Bruce, Maureen Weiterman

Cemetery Committee – Sharon Bruce, Kyle McLeod plus Members at large to be named later

Board Appointments:

Emergency Measures Coordinator – Jim Cheyne

Outlook Fire & Rescue Chief/Local Assistant – Dalas King

Outlook Fire & Rescue Deputy Chief – Luke Lockhart

Pest Control Officers – Jim Drury & Cal Clark

Carried.

Strategic Plan- Draft:

372/21 – Bruce:

That Council accepts the draft document prepared by administration, and submits this to the public for their input.

Carried.

Utility Account with Outstanding Balances:

373/21-Grotheim:

That Council approves the following utility accounts receivable adjustments:

- 1) Account 177-0000 write off \$5.44 of interest revenue owing on account
- 2) Account 92-0030 transfer the outstanding balance of \$1,304.13 to tax roll 92-000
- 3) Account 3530-0030 write off \$10.66 of interest revenue owing on account
- 4) Account 174-0110 transfer the outstanding balance of \$669.71 to tax roll 174-000
- 5) Account write off to bad debt \$1,195.14 (\$212.39 interest and \$982.75 in charges) as property has been sold and current owners have no interest in the previous owners unpaid tenant bills, an error was made by administration when supplying a tax certificate prior to sale of the property

Carried.

Councillor McLeod declared a conflict of interest on the upcoming agenda item and left the meeting at 8:11 p.m.

Mayor Weiterman declared a conflict of interest on the upcoming agenda item and left the meeting at 8:11 p.m.

Deputy Mayor Turton assumed the chair.

Non-Arms Length Payment:

374/21 – Husband:

Mayor

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That Council approve the Non-Arm's Length payment voucher for Kyle McLeod for \$50.00 as a refund of excess building permit fees for garage build.

Carried.

Non-Arms Length Payment:
375/21-Stephenson

That Council approve the Non-Arm's Length payment voucher for Maureen Weiterman for \$131.85 for travel expenses for West Central Government Meeting in Biggar, SK.

Carried.

Mayor Weiterman and Councillor McLeod returned to the meeting at 8:12 p.m. Deputy Mayor Turton relinquished the chair. Mayor Weiterman assumed the chair.

EMP-005 Vacation Leave and Public Holiday Policy Amendment:
376/21-Turton:

That Council approve the amendments to the EMP-005 Vacation Leave and Public Holidays that would allow the employee to carry over 1 year of earned Vacation plus 5 days and up to 5 days of banked time. Along with the addition of Reconciliation statutory holiday September 30 of each year beginning with September 30, 2022.

Carried.

EMP-020 Employee Group Benefits Policy:
377/21-Grotheim:

That Council approve Policy EMP-020 Employee Group Benefits Policy and rescind the Resolution of Council #1000/19.

Carried.

EMP-021 Sick Leave Policy:
378/21-McLeod:

That Council approve Policy EMP-021 Sick Leave Policy.

Carried.

Adjournment:
379/21 - Husband:

That this meeting be adjourned at 9:10 p.m.

Chief Administrative Officer

Mayor/Deputy Mayor

Mayor