



**Minutes of the Regular Council Meeting of the Town of Outlook
Held in the Town Hall Complex Council Chamber, 400 Saskatchewan Avenue West, Outlook,
Saskatchewan on Wednesday, January 13, 2021**

COUNCIL PRESENT:

Mayor:	Maureen Weiterman
Deputy Mayor:	Kyle McLeod
Councillors:	Sharon Bruce
	Kevin Grotheim
	Ryan Husband
	Bob Stephenson
	Justin Turton

STAFF PRESENT:

CAO:	Erinn Schreiner
Assistant CAO:	Rachel Sillers

CALL TO ORDER: A quorum being present, Mayor Weiterman called the meeting to order at 7:00p.m.

ADOPTION OF AGENDA:

01/21 – Grotheim/Turton:

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

Carried.

CONFLICT OF INTEREST DECLARATION:

Councillor Stephenson declared a conflict of interest with Agenda Item 6(5).

ADOPTION OF REGULAR MINUTES:

02/21 – Bruce/Stephenson:

That the minutes of the Regular Meeting of Council held Tuesday, December 22, 2020 be adopted as presented.

Carried.

Mayor

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REPORTS OF ADMINISTRATION AND COMMITTEES

03/21 – McLeod/Stephenson:

That December 31, 2020 Statement of Financial Position, attached to and forming a part of these minutes, be accepted.

Carried.

Payment of Accounts:

04/21 – Turton/Grotheim:

That Council agrees to pay the list of accounts for approval, attached to and forming a part of these minutes, Cheque #51395 – 51437 totaling \$206,056.30; Payroll for December 31, 2020 totaling \$\$29,232.15; and Council Remuneration for December 31, 2020 totaling \$\$422.81.

Carried.

CAO's Written Report:

05/21 – Grotheim/Husband:

That Council accepts the CAO's written and verbal report as presented.

Carried.

Recreation Director's Report:

06/21 – Husband/Bruce:

That Council accepts the Rec Director's written and verbal report as presented by the Recreation Director.

Carried.

UNFINISHED BUSINESS

Traffic Impact Statement – Decision:

07/21 – Grotheim/ Husband:

That Council accepts the Traffic Impact Statement #1 as presented.

Carried.

08/21 – Husband/Turton:

That Council accepts the Traffic Impact Statement #2 as presented.

Carried.

Railway Avenue Subdivision – Environmental Site Assessment Phase II – Decision:

09/21 – McLeod/Grotheim:

That Council accepts the Railway Avenue Subdivision Environmental Site Assessment Phase II report as presented.

Carried.

Councillor Stephenson declared a conflict of interest and removed himself from the meeting at 7:37 pm before the discussion and voting of resolution 10/21.

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Stephenson Ice Rental/Usage – Update:

10/21 – Bruce/Grotheim:

That Council acknowledges the verbal update from the CAO in regards to the billing and invoicing from S. Stephenson and L. Stephenson.

Carried.

Councillor Stephenson returned to the meeting at 7:39 pm after the discussion and voting of resolution 10/21.

Rec Plex – Kitchen Project:

11/21 – McLeod/Grotheim:

That Council accepts the proposal to update the Rec Plex Kitchen.

Defeated.

SHA – Rental Rates for Covid Testing Sites:

12/21 – Husband/Bruce:

That Council changes the rental rate for the SHA for the rental of the Civic Centre from \$10,000 to \$3,000 for the month of April 2020.

Carried.

NEW BUSINESS

CAO – Delegation of Powers:

13/21 – Turton/Husband:

That pursuant to Section 110(4) of The Municipalities Act, the Town of Outlook CAO may delegate any of her powers, duties or functions to any employee of the municipality.

Carried.

Ministry of Government Relations – Municipal Revenue Sharing Grant – Declaration of Eligibility:

14/21 – Stephenson/McLeod:

That Council of the Town of Outlook confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:

1. Submissions of the 2019 Audited Financial Statement to the Ministry of Government Relations.
2. Submissions of the 2019 Public Reporting on Municipal Waterworks to the Ministry of Government Relations.
3. In Good Standing with respect to the reporting and remittances of Education Property Taxes;
4. Adoption of a Council Procedures Bylaw;
5. Adoption of an Employee Code of Conduct; and
6. All members of council have filed and annual updated their Public Disclosure

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Statements, as required and

That we understand if any requirements are not met, our Municipal Revenue Sharing Grant may be withheld until all requirements are met; and

That we may authorize the CAO/Assistant CAO to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

Carried.

Proof of Bond – CAO

15/21 – Grotheim/McLeod:

That Council accepts the Certificate of Bond for the CAO, attached to and forming a part of these minutes.

Carried.

Appointment of Board of Revision:

16/21 – Turton/Bruce:

That we appoint Gord Krismer & Associates Ltd. To serve as the 2021 Board of Revision and further that Aileen Swenson serve as Secretary.

Carried.

Appoint a Building Inspector:

17/21 – McLeod/Bruce:

That Council appoints Remi Boissonnault from Meridan Inspections as the official Building Inspector for 2021.

Carried.

Appoint a Development Appeals Board:

18/21 – Turton/Grotheim:

That we appoint Gord Krismer & Associates Ltd. to serve as the 2021 Development Appeals Board and further that Aileen Swenson serve as Secretary.

Carried.

WCB – Positional Coverage – Elected Officials & Board Appointees:

19/21 – McLeod/Stephenson:

That the positional coverage option of Workers Compensations for elected officials and appointed representatives of the municipality be set at the minimum assessable earnings rate of thirty-eight thousand four hundred and forty-two dollars (\$38,442.00).

Carried.

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Appointment of an Auditor:

20/21 – Turton/Bruce:

That we appoint Jensen Stromberg as the Municipal Auditor for the 2021 fiscal year.

Carried.

Mileage and meal rates:

21/21 – McLeod/Stephenson:

That we accept the mileage rate for 2021 at \$0.50/km and furthermore, the meal rates be set at \$14.00 for breakfast; \$17.00 for lunch; and \$35.00 for supper for the 2021 fiscal year.

Carried.

Custom Work Rates:

22/21 – Grotheim/Turton:

That Council accepts the Custom Work Rates report for 2021, attached to and forming a part of these minutes.

Carried.

Canada Summer Student Grant – Applications:

23/21 – McLeod/Stephenson:

That Council agrees to have Administration apply for the Canada Summer Student Grant Program for 2021 and that we apply for the following positions:

1. Administration – 1 Student
2. Public Works – 3 Students
3. Swimming Pool – 15 Students (lifeguards)
4. Rec Plex/Beautification – 4 Students
5. Museum – 1 Student

Carried.

Wheatland Library – 2021 Board Appointee:

24/21 – Grotheim/Bruce:

That we appoint Mayor M. Weiterman to the Wheatland Library Board for the 2021 year and that we appoint Deputy Mayor K. McLeod as the alternate.

Carried.

Bob's Backhoe – Billing Request:

25/21 – Grotheim/Bruce:

That Council instructs the CAO to reduce the invoice for Bob's Backhoe by 50% and that the Town will be responsible for 4/11 of the total and Bob's Backhoe be responsible for 7/11 of the bill.

Carried.

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IN CAMERA

26/21 – Turton/Husband:

That Council moves the regular meeting to an “In Camera” session at 8:48 pm to discuss personnel issues.

Carried.

27/21 – Husband/Turton:

That Council moves from “In Camera” back to the regular meeting at 10:12 pm.

Carried.

28/21 – Turton/McLeod:

That Council accepts the 2021 Proposed Wage Change schedule, attached to and forming a part of these minutes.

Carried.

ADJOURNMENT

29/21 – Turton:

That we adjourn this regular meeting of Council at 10:16 pm.

Carried.

Chief Administrative Officer

Mayor