



Minutes of the Special Council Meeting of the Town of Outlook
Held in the Town Hall Complex Council Chambers, 400 Saskatchewan Avenue West, Outlook,
Saskatchewan on Wednesday, July 16, 2025

Council Present: Mayor Ryan Husband
Councillors: Sharon Bruce Guy Derdall
Andy Long Donna Smith
Kyle McLeod

Council Absent: Kevin Grotheim

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

Delegations: None
Media in Gallery: None

Call to Order: A quorum being present, Mayor Husband called the meeting to order at 7:00 p.m.

Adoption of Agenda:
118/25 – Smith:

That the agenda for this regular meeting as attached hereto and forming a part of these minutes, be approved with the following amendment:
Item 9i Fire Hall Interim Financing to Cover Pledges Over Time be removed
Carried.

Consent Agenda:
119/25 – Derdall:

That the consent agenda (including minutes of the June 25, 2025 regular meeting, agenda and notes from the Joint Meeting of Councils with Town of Outlook, RM of Rudy, Village of Broderick and Village of Glenside from July 7, 2025, communications from Trans Gas regarding the East Side Subdivision Application, 406 Christie Street copy of Notice to Vacate, Record of Request for Flag Raising or Proclamation, June 2025 chequing and Reserves bank reconciliation and June 2025 statement of reserves, ORJSC and Joint Health Committee June 2025 bank reconciliations, as well as direct payroll deposits totaling \$106,189.42 and bills and accounts for payment, cheques 56911 to 56981 and online payments 1324 to 1341 totaling \$722,479.86) be adopted and attached to these minutes.
Carried.

Appoint Building Officials:
120/25 – Bruce:

That Council appoint the following employees of Municode Services Ltd as building officials: Clayton Meier, Ryan Thiessen, Shenah Cartier, Clint Vargo, Kelsey Rebryna, Matthew Stepp, Amanda Kaufmann.
Carried.

Mayor and Councillors' Forum:

Councillor Derdall noted that the Outlook Riverbank Rodeo grounds are taking shape at their new location behind the Jim Kook RecPlex. He also noted the recent Laestadian Summer Services event that took place in early July, how it was well organized and how respectful of the Town the visitors were.

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Councillor Derdall also noted the recent Cabaret held on July 11th by the Outlook & District Regional park, it was well run and well attended.

Mayor Husband extended thanks to the Town of Outlook staff and volunteers for their work in planning and executing recent events including the Canada Day Celebrations and the 35th Annual SUMA Golf Tournament that was hosted at the Riverview Golf Course.

Lane Closure:

121/25 – Derdall:

That Council authorize the closure of the lane located directly east of Lot 6, Block 10, Plan G466, with the intent to sell.

Carried.

Tax Enforcement – Proceed to Register Title:

122/25 – Long:

That Council of the Town of Outlook authorize TAXERVICE under s22(1) of The Tax Enforcement Act to commence proceedings to register title with respect to the following described lands:

Roll 109 Lots 26 & 27, Block 11, Plan T6729

Carried.

Councillor Derdall declared a conflict of interest on agenda item 12iii Non-Arm's Length Payments and left the meeting at 7:46 p.m.

Non-Arm's Length Payments:

123/25 – McLeod:

That Council approve the payments to All Star Towing for hauling the Olympia machine to Outlook in the amount of \$494.81, to Guy Derdall for 1 month's cell phone allowance in the amount of \$40.00 and to Kevin Grotheim for one month's cell phone allowance in the amount of \$40.00.

Carried.

Councillor Derdall returned to the meeting at 7:47 p.m.

Councillor McLeod declared a conflict of interest on agenda item 12iv Non-Arm's Length Payments and left the meeting at 7:47 p.m.

Councillor Bruce declared a conflict of interest on agenda item 12iv Non-Arm's Length Payments and left the meeting at 7:47 p.m.

Non-Arm's Length Payments:

124/25 – Derdall:

That Council approve the payments to Sharon Bruce for 3 months cell phone allowance in the amount of \$120.00 and to Kyle McLeod for 6 months cell phone allowance in the amount of \$240.00.

Carried.

Councillor Bruce returned to the meeting at 7:48 p.m.

Councillor McLeod returned to the meeting at 7:48 p.m.

Mr. Trew excused himself from the meeting at 7:48 p.m. for Council to discuss agenda items 12v CAO Contract Amendment and 12vi CAO Performance Evaluation.

Mayor

CAO Contract Amendment:

125/25 – Bruce:

That Council amend the CAO Contract for Kevin Trew as presented, a copy attached hereto to form a part of these minutes.

Carried.

CAO Performance Evaluation and Salary Increase:

126/25 – McLeod:

That Council approve the CAO Performance Evaluation results and further approve a cost of living increase in the amount of 1.25% and a merit-based increase of 1.6% totaling 2.85% retroactive to April 6, 2025.

Adjournment:

127/25 – Smith:

That this meeting be adjourned at 7:55 p.m.

Chief Administrative Officer

Mayor/Deputy Mayor

Mayor