



**Minutes of the Regular Council Meeting of the Town of Outlook
Held in the Town Hall Complex Courtroom, 400 Saskatchewan Avenue West, Outlook, Saskatchewan
on Wednesday, March 24, 2021**

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

Staff Present: Rachel Sillers, Acting Administrator
Luke Lockhart, Superintendent of Municipal Operations (7:42p.m.)
Megan Anthony, Acting Recreation Director (7:50p.m.)

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

Adoption of Agenda:

134/21 - McLeod/Turton:

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

Carried.

Adoption of Minutes of Regular Meeting:

135/21 - Husband/Bruce:

That the minutes of the Regular Meeting of Council held Wednesday, March 10, 2021 be approved as presented.

Carried.

Adoption of Minutes of Committee Meetings:

136/21 - Grotheim/Turton:

That the minutes of the Infrastructure Committee Meeting held Monday, March 15, 2021 be approved as presented.

Carried.

137/21 - Grotheim/Bruce:

That the minutes of the Recreation Committee Meeting held Wednesday, March 17, 2021 be approved as presented.

Carried.

Bylaw No. 02(2021) - A Bylaw of the Town of Outlook to Regulate the Proceedings of Municipal Council and Council's Committees - First Reading:

138/21 - Stephenson/Grotheim:

That Bylaw 02(2021), A Bylaw of the Town of Outlook to Regulate the Proceedings of Municipal Council and Council's Committees, be introduced and read a first time.

Carried.

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Bylaw No. 02(2021) – A Bylaw of the Town of Outlook to Regulate the Proceedings of Municipal Council and Council’s Committees – Second Reading:

139/21 – Turton/McLeod:

That Bylaw 02(2021), A Bylaw of the Town of Outlook to Regulate the Proceedings of Municipal Council and Council’s Committees, be read a second time.

Carried.

Correspondence:

140/21 – Bruce/Stephenson:

That we receive and file the correspondence as listed on the agenda.

Carried.

Statement of Financial Activities:

141/21 – McLeod/Bruce:

That the Statement of Financial Activities for the period ending February 28, 2021 be accepted as presented.

Carried.

Approval of Payments:

142/21 – Stephenson/Turton:

That we acknowledge and approve the list of payments being cheques #51637 to #51645 inclusive and #51647 to #51675 online payments #403 to #411 inclusive in the amount of one hundred and forty-three thousand five hundred and sixty-nine dollars and one cent (\$143,569.01) and payroll deposits in the amount twenty-four thousand and sixty-one dollars and five cents (\$24,061.05) as attached hereto to form a part of these minutes.

Carried.

Acting Administrator’s Report:

143/21 – Turton/Grotheim:

That we accept Acting Administrator Rachel Sillers’ written and verbal report as presented.

Carried.

Superintendent of Municipal Operations Luke Lockhart arrived at the meeting at 7:42p.m. to present his report.

Public Works Report:

144/21 – Grotheim/Bruce:

That we accept Superintendent of Municipal Operations Luke Lockhart’s written and verbal report as presented.

Carried.

Contracted Street Sweeping:

145/21 – McLeod/Husband:

That we contract Virtue Construction and Street Sweeping to conduct a town-wide street sweeping in spring of 2021 at an estimate cost of ten thousand dollars (\$10,000.00) plus applicable taxes.

Carried.

Mayor

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Contracted Dust Suppressant Application:

146/21 – Turton/Grotheim:

That we contract C4 Outdoors to conduct custom dust suppressant application at an estimated cost of nine thousand dollars (\$9,000.00) plus applicable taxes.

Carried.

Water Main Valve Replacement:

147/21 – Stephenson/Husband:

That we authorize Brunner’s Construction to replace the main water valve locate at the intersection of Saskatchewan Avenue and Selkirk Street at an estimated cost of thirteen thousand and two hundred dollars (\$13,200.00) plus applicable taxes.

Carried.

148/21 – Grotheim/Husband:

That we approve the Traffic Detour Plan from Brunner’s Construction and ATS Traffic for the water main valve replacement at the intersection of Saskatchewan Avenue and Selkirk Street as presented.

Carried.

Water Plan Report:

149/21 – Bruce/McLeod:

That we acknowledge the Water Plant Report for the period ending February 28, 2021 as presented.

Carried.

Mr. Lockhart left the meeting at 7:50p.m.

Acting Recreation Director Megan Anthony arrived at the meeting at 7:50p.m. to present her report.

RecPlex Kitchen Renovations:

150/21 – Grotheim/Bruce:

That we authorize the painting of the kitchen at the Jim Kook RecPlex, and further authorize the purchase of new kitchen cabinets in the amount of seven hundred and sixteen dollars (\$716.00) plus applicable taxes and freight, and the installation of a triple compartment sink at an estimated cost of eight thousand seven hundred and twenty-nine dollars and ninety-three cents (\$8,729.93).

Carried.

Bowling Alley:

151/21 – Turton/Bruce:

That we authorize Acting Recreation Director Megan Anthony to offer two (2) hours of free bowling to Azalea Lepage as a thank you for her contributions to the bowling alley renovation.

Carried.

Farm Credit Canada AgriSpirit Grant:

152/21 – McLeod/Turton:

That we authorize Acting Recreation Director Megan Anthony to apply for the Farm Credit Canada AgriSpirit Action Grant.

Carried.

Mayor

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Outlook Parks and Recreation:

153/21 – Grotheim/Turton:

That we authorize Acting Recreation Director Megan Anthony to change the Facebook page name from Outlook Recreation Board to Outlook Parks and Recreation.

Carried.

Recreation Report:

154/21 – Bruce/McLeod:

That we accept Acting Recreation Director Megan Anthony's written report as presented.

Carried.

Ms. Anthony left the meeting at 7:56p.m.

Building Inspector:

155/21 – McLeod/Stephenson:

That we contract Municode Services Ltd to provide building inspection services for a term of two (2) years to commence May 1st, 2021.

Carried.

Saskatchewan Assessment Management Agency Annual General Meeting:

156/21 – Stephenson/McLeod:

That we appoint Councillor Ryan Husband and Councillor Justin Turton as voting delegates for the 2021 Saskatchewan Assessment Management Agency Annual General Meeting to be held Thursday, April 8, 2021.

Carried.

Administration Office Furnishings:

157/21 – McLeod/Turton:

That we authorize the purchase of a reception desk from The Source Furnishings at an estimated cost of five thousand six hundred and eight dollars and three cents (\$5,608.03).

Carried.

In-Camera:

158/21 – Husband/McLeod:

That we move into an In-Camera session at 8:58p.m.

Carried.

Mr. Jonathan Peters and Ms. Rebekah Nash appeared before Council (via Zoom) at 9:05p.m. and left the meeting at 9:24p.m.

Councillor Turton left the meeting at 9:35p.m.

Out on In-Camera:

159/21 – Husband/Sharon:

The Council moves out of the In-Camera session and reconvene to regular session at 9:51p.m.

Carried.

Mayor

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Insurance Settlement:

160/21 – Stephenson/McLeod:

That we authorize an insurance claim settlement payment in the amount of two thousand three hundred dollars (\$2,300.00) for the liability claim dated November 25, 2019 as per the recommendation from our insurance agent at SUMAssure, provided that the claimant signs the final release waiver, a copy attached hereto to form a part of these minutes.

Carried.

Recreation Summer Student Personnel:

161/21 – McLeod/Grotheim:

That we approve the recreation department hiring recommendations from Acting Recreation Director Megan Anthony as presented, a copy attached hereto to form a part of these minutes.

Carried.

Office Clerk:

162/21 – McLeod/Husband:

That we ratify Acting Administrator Rachel Sillers' hiring of Wendy Ball for the position of Office Clerk with an annual salary of \$40,040.00 and a starting date of March 15, 2021.

Adjournment:

163/21 - McLeod:

That this meeting now be adjourned at 9:55p.m.

Carried.

Acting Administrator

Mayor/Deputy Mayor

Mayor