



**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, November 23, 2022**

Council Present: Mayor: Maureen Weierman

Councillors: Kevin Grotheim
Kyle McLeod
Ryan Husband
Sharon Bruce
Justin Turton
Bob Stephenson

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

Call to Order: A quorum being present, Mayor Weierman called the meeting to order at 7:01 p.m.

**Adoption of Agenda:
233/22 – Stephenson:**

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

Carried.

**Consent Agenda:
234/22 – Turton:**

That the consent agenda (including minutes of the November 9, 2022 meeting, as well as direct payroll deposits totaling \$33,584.55 and bills and accounts for payment, cheques 53739 to 53766 and online payments 624 to 629 totaling \$133,561.24) be adopted as presented and attached to these minutes.

Carried.

Second Reading of Bylaw 20(2022) A Bylaw to Provide Incurring a Debt in the Sum of Two Million Five Hundred Thousand and 00/100 Dollars (\$2,500,000) for the Purpose of Completing Phase 1 of the Commercial/Industrial Railyard Subdivision:

235/22 – McLeod:

That Council approve a second reading of Bylaw 20(2022) A Bylaw to Provide Incurring a Debt in the Sum of Two Million Five Hundred Thousand and 00/100 Dollars (\$2,500,000) for the Purpose of Completing Phase 1 of the Commercial/Industrial Railyard Subdivision.

Carried.

Third and Final Reading of Bylaw 20(2022) A Bylaw to Provide Incurring a Debt in the Sum of Two Million Five Hundred Thousand and 00/100 Dollars (\$2,500,000) for the Purpose of Completing Phase 1 of the Commercial/Industrial Railyard Subdivision:

236/22 – Grotheim:

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That Council approve third and final reading of Bylaw 20(2022) A Bylaw to Provide Incurring a Debt in the Sum of Two Million Five Hundred Thousand and 00/100 Dollars (\$2,500,000) for the Purpose of Completing Phase 1 of the Commercial/Industrial Railyard Subdivision.

Carried.

Application to Saskatchewan Municipal Board to Approve Borrowing:

237/22 - Bruce:

That, application be made to the Local Government Committee for permission to borrow the sum of \$2,500,000, in 2022 repayable over a period of 10 years, for the purpose of financing the Railyard Commercial/Industrial Subdivision.

AND that the amount of the said debt shall be payable in 10 installments of \$324,075.97 in the years 2023 to 2032 inclusive, with interest at a rate 5.02 per centum per annum, payable at least annually.

Carried.

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

238/22 - Turton:

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

Carried.

First 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:

239/22 - Turton:

That Council approve the first 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.

Staff Christmas Gifts:

240/22 - McLeod:

That Council approve the purchase of gift cards in the amount of \$200 for permanent staff on staff before January 1, 2022; \$100 for permanent staff joining us since January 1, 2022; \$25 for seasonal staff that were with us for a full pool season starting June 1, 2022 and for the first part of the rink season starting September 1, 2022; the cards purchased will be split evenly between AG Foods and Riverbend Co-operative.

Carried.

CAO Report:

241/22 - Husband:

That Council accept the written CAO report as presented.

Carried.

Municipal Revenue Sharing Grant Annual Resolution:

242/22 - Turton:

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

Mayor

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- Submission of the 2021 Audited Financial Statements to the Ministry of Government Relations;
- Submission of the 2021 Public Reporting on Municipal Waterworks to the Ministry of Government Relations;
- In good Standing with respect to the reporting and remittance of Education Property Taxes;
- Adoption of a Council Procedures Bylaw;
- Adoption of an Employee Code of Conduct; and
- All members of Council have filed and annually updated their Public Disclosure Statements, as required;

and further that we authorize the Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations on our behalf.

Carried.

Development Appeals Board Appointment:

243/22 – Husband:

That the Town of Outlook appoints Western Municipal Consulting Ltd. to manage the Development Appeals Board process for the term of January 1, 2023, through to December 31, 2023; remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Development Appeals Board: Tim Lafreniere, Mike Waschuk, Gordon Parkinson, Dave Thompson, Wayne Adams, Jeff Hutton, Barry Clark, Dave Gurnsey, Murray Dean, Pam Malach, Stew Demmans, and Stu Hayward. The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair of that hearing from among their numbers, and further that the Town of Outlook appoints Claudette McGuire with Western Municipal Consulting Ltd. as Secretary to the Development Appeals Board for the term of January 1, 2023, through to December 31, 2023; remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If Claudette McGuire is unable to perform secretarial functions for reasons which may include scheduling difficulties the secretary may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.

Carried.

Policy GG-004 Travel Rates Policy:

244/22 – Bruce:

That Council pass Policy GG-004 known as the Travel Rates Policy as presented and it shall become effective January 1, 2023.

Carried.

Councillor Turton declared a Conflict of Interest regarding agenda item 13.1 In Camera – Land and left the Meeting at 8:53pm

Move to In-Camera:

245/22 – Husband:

That Council move the meeting to an In-Camera session at 8:53 p.m. for discussion of land matters.

Carried.

Mayor

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In-Camera Rise and Report:

246/22 - McLeod:

That Council rise and report from their In-Camera session at 9:41 p.m.

Carried.

247/22 - Bruce:

That Council tender for sale Lots A, 6, 7 and 8, Block 57, Plan 66S18537.

Carried.

248/22 - Husband:

That Council tender for sale Parcel A, Plan 10149658 in the Rural Municipality of Rudy.

Carried.

249/22 - Stephenson:

That Council tender for sale Lot 4, Block MM, Plan 101851499.

Carried.

Adjournment:

250/22 - Husband:

That this meeting be adjourned at 9:44 p.m.

Chief Administrative Officer

Mayor/Deputy Mayor

Mayor