



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, September 24, 2025

- Council Present:** Mayor Ryan Husband
Councillors: Sharon Bruce
Kyle McLeod
Kevin Grotheim
Guy Derdall
Donna Smith
Andy Long
- Council Absent:** None
- Staff Present:** Kevin Trew, CAO
Rachel Sillers, Assistant CAO
- Delegations:** Craig Marriott - UFA
Media in Gallery: None
- Call to Order:** A quorum being present, Mayor Husband called the meeting to order at 7:06 p.m.
- Adoption of Agenda:**
148/25 – McLeod:
That the agenda for this regular meeting as attached hereto and forming a part of these minutes, be approved with the following item removed:
9ii Award of Tender – West of River Property
Carried.
- Consent Agenda:**
149/25 – Smith:
That the consent agenda (including minutes of the September 10, 2025 regular meeting and September 16, 2025 CDAC meeting, communications to J. David, and from R. Sparkes, SUMA Town Caucus Report, and Approval of Subdivision 004233-2025, Staff reports from CAO, Director of Community Development, and Recreation Facilities Supervisor ,as well as direct payroll deposits totaling \$40,257.43 and bills and accounts for payment, cheques 57153 to 57186 and online payments 1384 to 1391 totaling \$97,092.24) be adopted and attached to these minutes.
Carried.
- Policy TAX-004 Comm-Ind Change of Business Occupancy Tax Incentive:**
150/25 – Grotheim:
That Council approve the amendments to Policy TAX-004 Comm-Ind Change of Business Occupancy Tax Incentive as presented, a copy attached hereto to form a part of these minutes.
Defeated.
- Policy TAX-004 Comm-Ind Change of Business Occupancy Tax Incentive:**
151/25 – Bruce:
That Council repeal Policy TAX-004 Comm-Ind Change of Business Occupancy Tax Incentive
Defeated.

Policy TAX-004 Comm-Ind Change of Business Occupancy Tax Incentive:

152/25 – Husband:

That Council repeal Policy TAX-004 Comm-Ind Change of Business Occupancy Tax Incentive with the condition that all businesses using the existing policy for abatement in 2025 be “grandfathered” allowing them to complete their remaining years of eligible tax incentives under the original policy.

Councillor Bruce abstained from voting.

Carried.

Open Public Hearing:

153/25 – Grotheim:

That the Public Hearing for Discretionary Use Development Permit Application – Saskatchewan Road be opened at 7:32 p.m.

Carried.

Councillor Long Declared a conflict of interest on agenda item 4.i Discretionary Permit Application Public Hearing and left the meeting at 7:33 p.m.

Craig Marriott arrived at the meeting at 7:33 p.m. to provide comments on behalf of UFA for their Discretionary Use Development Permit Application.

Mr. Marriott left the meeting at 7:51 pm

CAO Trew reported that no written submission or further requests to speak had been received.

Close Public Hearing:

154/25 – Bruce:

That the Public Hearing for Discretionary Use Development Permit Application – Saskatchewan Road be closed at 7:57 p.m.

Carried.

Discretionary Use Permit Application:

155/25 – Derdall:

That the Town of Outlook approve the issuance of the development permit to UFA for development on Saskatchewan Road.

Carried.

Mayor and Councillors' Forum:

Councillor Derdall noted that the improvements to the Jim Kook RecPlex parking lot continue to progress nicely. He also highlighted upcoming events at the Outlook Stock Car track on the weekend of September 27 & 28 and October 12 & 13, 2025. Councillor Derdall also pointed out continuing misuse of community donation bins at both the Jim Kook RecPlex and Civic Centre parking lots.

Mayor Husband and Councillor Smith attended Community Planning training presented by WaterWolf and both found it informative.

Mayor Husband also offered congratulations to Small Steps Early Learning Centre on their recent grand opening celebration held on September 19, 2025 where he was in attendance along with several other members of Council, Town Staff, and dignitaries.

Mayor Husband offered a reminder that the Town of Outlook Semi-annual Open House and Forum is coming up on September 25, 2025 and will be held at the Outlook Civic Centre.

Mayor

Councillor Long returned to the meeting at 7:58 p.m.

Award of Tender – Highway Commercial Development and Stormwater Retention Pond:

156/25 – Grotheim:

That Council award the tender for the Highway Commercial Development and Stormwater Retention Pond project to KMS Construction Ltd. at a bid price of \$3,125,000.00.

Carried.

Recess:

157/25 – Derdall:

That Council take a 10 minute recess beginning at 9:07 p.m.

Carried.

Reconvene:

158/25 – Derdall:

That Council reconvene the meeting at 9:15 p.m.

Carried.

Councillor Grotheim declared a conflict of interest on agenda item 12.iii Non Arm's Length Payment – Riverbend Industries and left the meeting at 9:35 p.m.

Non-Arm's Length Payments:

159/25 – Derdall:

That Council approve the payments to Riverbend Industries in the amount of \$105.45 for a service call to the ice resurfacer pit pump.

Carried.

Councillor Grotheim returned to the meeting at 9:36 p.m.

Adjournment:

160/25 – Long:

That this meeting be adjourned at 9:37 p.m.

Chief Administrative Officer

Mayor/Deputy Mayor

Mayor