



**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, September 9, 2020**

**Council Present:** Mayor: B. Ross Derdall  
Councillors: David Simonson Maureen Applin  
Kevin Grotheim Kyle McLeod  
Donna Smith Floyd Childerhose

**Staff Present:** Assistant Administrator Rachel Sillers  
Office Clerk Crystal Fisher

**Call to Order:** A quorum being present, Mayor Derdall called the meeting to order at 6:58 p.m.

**Adoption of Agenda:**

**767/20 – Childerhose/McLeod:**

That the agenda for this regular meeting as attached hereto and forming a part of these minutes, be approved with the following items added:

- 6.4 – Crosswalk Lights
- 8.1 – Personnel Items

Carried.

**Adoption of Minutes of Regular Meeting:**

**768/20 – Applin/Simonson:**

That the minutes of the Regular Meeting of Council held Wednesday, August 26, 2020, be adopted with a note added following resolution 716/20 that Office Clerk Crystal Fisher was recording the minutes of the meeting in the absence of the Acting Administrator.

Carried.

**Adoption of Minutes of Special Meeting:**

**769/20 – Smith/Applin:**

That the minutes of the Special Meeting of Council held Thursday, September 3, 2020 be adopted as presented.

Carried.

**Catch Basin Repairs:**

**770/20 – Applin/McLeod:**

That we contract Brunner’s Construction to complete the required repairs to the catch basins located at the Southeast corner of Cross Street North and River Avenue, and in the alley behind the 100 block of Saskatchewan Avenue West.

Carried.

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**Civic Centre Rentals:**

**771/20 – McLeod/Childerhose:**

That we approve the request from Outlook Community Health to hold two (2) Flu Clinics at the Outlook Civic Centre on October 26, 2020 and November 2, 2020, and further advise that the Outlook Civic Centre will not be available for rent to any groups after November 15, 2020 due to pending renovations.

Carried.

**SAMA Voting Delegates:**

**772/20 – Smith/McLeod:**

That we appoint Mayor Ross Derald and Acting Administrator Rachel Sillers as voting delegates on behalf of the Town for the 2020 Saskatchewan Assessment Management Agency (SAMA) Annual General Meeting.

Carried.

**Correspondence:**

**773/20 – Childerhose/Simonson:**

That the correspondence be received and filed.

Carried.

**Accounts:**

**774/20 – McLeod/Applin:**

That Council acknowledge and approve the list of payments, Cheques #50991-#551039, and on-line payment #183, in the amount of four hundred and four thousand five hundred and four dollars and ninety-three cents (\$404,504.93) and Payroll deposits of forty-two thousand three hundred and eighty-five dollars and nineteen cents (\$42,385.19) as attached to and forming part of these minutes.

Carried.

**Municipal Elections Remuneration:**

**775/20 – Applin/Childerhose:**

That we established a rate of twenty-five dollars (\$25.00) per hour plus meals for municipal election officials, and further adopt Policy No. ELC-001 with the following changes:

- Hourly rate for all municipal election officials is \$25.00
- Election officials will be supplied with meals during polling hours

Carried.

**Tax Enforcement:**

**776/20 – Grotheim/Simonson:**

That we proceed with Tax Enforcement on Lots 33, 34, 35, 36, Block 61, Plan 102009192 notwithstanding the Federal judgement interest registered by Canada Revenue Agency.

Carried.

**Acting Administrator's Report:**

**777/20 – Childerhose/Smith:**

That the Acting Administrator's written and verbal report be accepted as presented.

Carried.

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Mayor

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**Street Sweeping:**

**778/20 – Grotheim/Applin:**

That we contract Virtue Construction to conduct two (2) rounds of street sweeping for the fall 2020 season.

Carried.

**Public Works Report:**

**779/20 – McLeod/Childerhose:**

That the Public Works' written report be accepted as circulated.

Carried.

**Recreation Director's Report:**

**780/20 – Smith/Grotheim:**

That the Recreation Director's written report be accepted as circulated.

Carried.

Emergency Measures Coordinator Jim Cheyne arrived at the meeting at 7:57p.m. to present his report to Council.

Mr. Cheyne left the meeting at 8:14 p.m.

**Emergency Measures Coordinator's Report:**

**781/20 – McLeod/Smith:**

That the Emergency Measures Coordinator's verbal report be accepted as presented.

Carried.

**Landfill Reconfiguration:**

**782/20 – Grotheim/Smith:**

That we accept the quote from Pederson Contracting in the amount of \$9,000.00 plus applicable taxes to move the airport terminal building to the Outlook landfill for the landfill reconfiguration project.

Carried.

**783/20 – Applin/McLeod:**

That we accept the quote from DLN Construction in the amount of \$142,072.00 plus applicable taxes to complete the earthwork by October 31, 2020 for the landfill reconfiguration project.

Carried.

**784/20 – Smith/Childerhose:**

That we accept the quote from Halonen Construction in the amount of \$7,325.42 plus applicable taxes to complete the building modifications for the landfill reconfiguration project.

Carried.

**785/20 – Grotheim/Applin:**

That we accept the quote from Hank's Concrete in the amount of \$106,650.00 plus applicable taxes for supply and installation of concrete for the landfill reconfiguration project.

Carried.

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Mayor

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**786/20 – Applin/Smith:**

That we accept the quote from Postech in the amount of \$7,070.00 plus applicable taxes for the installation of screw piles for the landfill reconfiguration project.

Carried.

**Landfill Reconfiguration Costs:**

**787/20 – Grotheim/McLeod:**

That we allocate the Safe Restart Canada Plan funding in the amount of \$135,951.00 to the landfill reconfiguration project, and further transfer the remainder of the outstanding project costs from the Waste Management Reserve to be repaid in two (2) equal payments over the next two (2) years.

Carried.

**Riverbank Overlay Memorandum:**

**788/20 – Applin/Smith:**

That we accept the memorandum provided by Urban Systems on the Riverbank Overlay Zone as presented.

Carried.

**Outlook & District Regional Park Grant:**

**789/20 – Grotheim/Childerhose:**

That we proceed with issuing a grant in the amount of fourteen thousand dollars (\$14,000.00) to the Outlook & District Regional Park.

Carried.

**In Camera:**

**790/20 – Smith/Childerhose:**

That we move into an In-Camera session at 9:00 p.m. to discuss the items as listed on the agenda.

Carried.

Councillor Applin declared a conflict of interest and left the meeting at 9:52 p.m.

Councillor Simonson declared a conflict of interest and left the meeting at 9:52 p.m.

Mayor Derdall declared a conflict of interest and left the meeting at 9:52 p.m.

Councillor Grotheim declared a conflict of interest and left the meeting at 10:05 p.m.

Councillor Grotheim returned to the meeting at 10:14 p.m.

Councillor Applin returned to the meeting at 10:23 p.m.

Councillor Simonson returned to the meeting at 10:23 p.m.

Mayor Derdall returned to the meeting at 10:23 p.m.

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Mayor

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**Out of In-Camera Session:**

**791/20 – Childerhose/McLeod:**

That we move out of the in-camera session at 10:32 p.m. and reconvene to regular session.

Carried.

**Street Name Change:**

**792/20 – Applin/Simonson:**

That we change the name of Hall Avenue to Tollefson Drive as shown on plan numbers G358, 92S00737, and 102126754, and further that we order an additional street sign to be presented to Mr. L. Tollefson as a token of appreciation.

Carried.

**Code of Ethics Bylaw:**

**793/20 – Applin/Smith:**

That we instruct administration to bring a revised Code of Ethics Bylaw draft that conforms with Provincial guidelines to the next regular meeting of Council to be held on September 23, 2020.

Carried.

**Adjournment:**

**794/20 – Derald:**

That the meeting now be adjourned.

Carried.

The meeting was adjourned at 11:00 p.m.

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**Chief Administrative Officer**

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**Mayor/Deputy Mayor**

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Mayor