MINUTES OF THE SPECIAL COUNCIL MEETING OF
THE RURAL MUNICIPALITY OF SHERWOOD NO. 159 HELD
VIRTUALLY ON MICROSOFT TEAMS
Thursday, June 18, 2026

PRESENT: Ray Orb, Reeve

Kevin Chekay, Councillor Division 1

Mitch Huber, Councillor Division 2, 3, 6 (appointed at large)

Donna Strudwick, Councillor Division 2, 3, 6 (appointed at large)

Christopher Reynolds, Councillor Division 4

Rod Culbert, Councillor Division 5

Judy Harwood, Councillor Division 2, 3, 6 (appointed at large)

ABSENT:

STAFF: Christine Trithardt, Manager of Administration

Joe McKay, Manager of Public Works & Roadways

Nick Loiselle, Manager of Infrastructure & Utilities

Darren Hoeving, Manager of Finance

Luke Brossart, Municipal Planner

Call to Order

Reeve Orb called the meeting to order at 11:01 a.m.

Conflict of Interest Declarations

No conflicts of interest were declared.

Resolution No. 2026/0214

Approval of Agenda
Moved by: Councillor Strudwick

THAT the agenda be adopted as presented.

CARRIED UNANIMOUSLY

Resolution No. 2026/0215

Public Works Operations and Projects Update
Moved by: Councillor Chekay

THAT the Public Works Operations and Projects Update report be accepted as information and filed.

CARRIED UNANIMOUSLY

Resolution No. 2026/0216

Infrastructure and Utilities Report
Moved by: Councillor Reynolds

THAT the Infrastructure and Utilities report be accepted as information and filed.

CARRIED UNANIMOUSLY

Resolution No. 2026/0217

Bison Properties Industrial Ltd. Servicing Agreement
Moved by: Councillor Culbert

THAT the Servicing Agreement between the RM of Sherwood No. 159 and Bison Properties Industrial Ltd. be approved; and,

THAT the Reeve and Chief Administrative Officer be authorized to execute the Servicing Agreement between the RM of Sherwood No. 159 and Bison Properties Industrial Ltd. on behalf of the RM of Sherwood No. 159.

CARRIED UNANIMOUSLY

Resolution No. 2026/0218

Closed Session
Moved by: Councillor Reynolds

THAT this meeting go into closed session at 11:48 a.m.

CARRIED UNANIMOUSLY

Resolution No. 2026/0219

Reconvene
Moved by: Councillor Reynolds

THAT this meeting reconvene into regular session at 1:10 p.m.

CARRIED UNANIMOUSLY

Resolution No. 2026/0220

Chief Administrative Officer Severance
Moved by: Councillor Harwood

THAT Council accept the offer that Knibbs HR Consulting provided.

CARRIED UNANIMOUSLY

Resolution No. 2026/0221

Interim Chief Administrative Officer
Moved by: Councillor Culbert

THAT Christine Trithardt be appointed as Interim Chief Administrative Officer, effective June 18, 2026, with the salary at the Level 2 Step N on the 2026 Salary Grid.

CARRIED UNANIMOUSLY

Resolution No. 2026/0222

Chief Administrative Officer Recruitment
Moved by: Councillor Harwood

THAT Council contact a recruitment agency for the recruitment of the Chief Administrative Officer.

CARRIED UNANIMOUSLY

Resolution No. 2026/0223

Recess
Moved by: Councillor Strudwick

THAT this meeting go into recess at 1:22 p.m.

CARRIED UNANIMOUSLY

Reconvene
Moved by: Reeve Orb

THAT this meeting reconvene into regular session at 1:49 p.m.

Councillor Chekay entered Council Chambers at 1:55 p.m.

Resolution No. 2026/0224

Bison Properties Industrial Ltd. Tax Exemption Agreement Request
Moved by: Councillor Culbert

THAT Council is in agreement on a Tax Exemption Agreement between the RM of Sherwood No. 159 and Bison Properties Industrial Ltd. with the following items to be included in the agreement and to work out the final details with Administration prior to signing:

1. The applicant has requested that property assessment for any undeveloped parcels within the subdivision plan be considered at the agricultural property assessment rates for 10 years, the 10 year term commencing upon legal subdivision and lot development completion; or until a building permit has been issued or there has been a legal transfer of title to a third-party purchaser on a per lot basis, whichever occurs first.
2. A tax abatement request has been made for a 5-year 100% tax exemption for each individual property to commence from the substantial completion of tenant improvements/occupancy permit on a per space basis.

CARRIED UNANIMOUSLY

Reeve Orb departed Council Chambers at 2:13 p.m. and passed the Chair to Councillor Chekay

Councillor Chekay assumed the Chair at 2:13 p.m.

Reeve Orb entered Council Chambers at 2:19 p.m.

Councillor Chekay passed the Chair to Reeve Orb at 2:19 p.m. Reeve Orb assumed the Chair at 2:19 p.m.

Resolution No. 2026/0225

DBR DEVELOPMENTS LTD. Servicing Agreement

Moved by: Councillor Reynolds

THAT the Servicing Agreement between the RM of Sherwood No. 159 and DBR DEVELOPMENTS LTD. be approved; and,

THAT the Reeve and Chief Administrative Officer be authorized to execute the Servicing Agreement between the RM of Sherwood No. 159 and DBR DEVELOPMENTS LTD. on behalf of the RM of Sherwood No. 159.

CARRIED UNANIMOUSLY

Resolution No. 2026/0226

SU 26-005: Proposed Residential Subdivision – Exeter Estates Phase 1 at NE 26-16-20-W2M

Moved by: Councillor Huber

THAT proposed subdivision application SU 26-005 (Community Planning File SUBD-006274-2026), which intends to subdivide multiple residential parcels within a quarter section located at NE 26-16-20-W2M, is premature due to the significant items listed in the Municipal referral letter provided by the Ministry of Government Relations dated May 28, 2026 and the following additional RM concerns:

1. No site servicing plans have been submitted to the RM. There is no current understanding of what is being proposed or where or how servicing is intended to be provided and no servicing plans have been received for engineering review.
2. RM roadways that connect to this site (RR2201 from the Ring Rd Service Rd to the site and south to TR164) are required to be widened to a minimum 30m road right-of-way and developed to appropriate standards (asphalt at least 0.5m above the safe building elevations) prior to development proceeding. There is no indication of this on any plans and no servicing plans have been received for engineering review. MR designation along the 20m original road allowance of RR2201 does not meet the requirements. A road right-of-way widening is required to meet the minimum 30m right-of-way requirement for development.
3. MR8 lot frontage is not consistent with any minimum frontage requirements in the Zoning Bylaw.
4. Rezoning is required prior to subdivision. Rezoning cannot proceed in an area below safe building elevations. A plan to fill the land as stated in the referral letter is required to be implemented prior to rezoning or subdivision.
5. A servicing agreement will be required by the RM.

CARRIED UNANIMOUSLY

Resolution No. 2026/0227

Road Widening Policy – Review and History

Moved by: Councillor Strudwick

THAT the Road Widening Policy information be accepted as information and filed.

CARRIED UNANIMOUSLY

Resolution No. 2026/0228

Road Widening on Township Road 162 and SW 18-16-19-W2

Moved by: Councillor Chekay

THAT Administration review and report on the process on returning road widening lands previously acquired from Daren Sentes of R&D Property Management Limited.

CARRIED UNANIMOUSLY

Resolution No. 2026/0229

Road Naming Policy

Moved by: Councillor Chekay

THAT the Road Naming Policy report be accepted as information and filed.

CARRIED UNANIMOUSLY

Resolution No. 2026/0230

Administration Update

Moved by: Councillor Reynolds

THAT the Administration Update report be accepted as information and filed.

CARRIED UNANIMOUSLY

Resolution No. 2026/0231

Reschedule July and August 2026 Regular Council Meetings

Moved by: Councillor Strudwick

THAT the July 15, 2026 Regular Council Meeting be rescheduled to Wednesday, July 8, 2026; and,

THAT the August 19, 2026 Regular Council Meeting be rescheduled to Wednesday, August 5, 2026.

CARRIED UNANIMOUSLY

Resolution No. 2026/0232

Rescind Committee of the Whole Meetings

Moved by: Councillor Reynolds

THAT Resolution No. 2024/0268 scheduling Committee of the Whole Meetings for the first Monday of each month at 9:00 a.m., be rescinded.

CARRIED UNANIMOUSLY

Resolution No. 2026/0233

Council Review Meeting Dates and Times following November 2026 Elections

Moved by: Councillor Chekay

THAT following the November 2026 RM elections the new RM Council review Council meeting dates and times at the first meeting of Council to determine if any revisions are needed.

CARRIED UNANIMOUSLY

Resolution No. 2026/0234

Abatement of Education Property Tax Arrears and Tax Enforcement Costs on Roll No. 2289 000

Moved by: Councillor Strudwick

THAT an abatement in the amount of $3,370.89 be applied to the PT NE 36-16-20-W2, Lot 310 Cityview, Roll No. 2289, as the RM of Sherwood sold this mobile home are uncollectable under *The Tax Enforcement Act.*

Municipal Taxes	***Education Property Tax***	***Tax Enforcement***
$61.06	*$2,208.10*	*$1,101.73*

CARRIED UNANIMOUSLY

Resolution No. 2026/0235

Communications Support Services Request for Proposals 2026-05 – Scope and Content

Moved by: Councillor Harwood

THAT Council approve the proposed scope and content for Request for Proposals 2026-05 – Communications Support Services direct Administration to post RFP.

CARRIED UNANIMOUSLY

Resolution No. 2026/0236

2024-2029 Strategic Plan

Moved by: Councillor Strudwick

THAT the 2024-2029 Strategic Plan be received and filed and brought foward to a future Council meeting for further review.

CARRIED UNANIMOUSLY

Councillor Chekay departed Council Chambers at 3:28 p.m.

Councillor Chekay entered Council Chambers at 3:29 p.m.

Resolution No. 2026/0237

Communications

Moved by: Councillor Culbert

THAT the following correspondence be accepted as information and filed:

1. STARS 2025-2026 Mission Stats and Year in Review
2. Seismic - 2026 FCL Regina 2D Project

CARRIED UNANIMOUSLY

Resolution No. 2026/0238

Emails from Mike Morris, K.C. of Counsel with SARM
Moved by: Councillor Strudwick

THAT Administration respond to the emails received from Mike Morris, K.C. of Counsel with SARM regarding legal claim Rural Municipality of Sherwood No 159 ats Enviro-Gun Ltd., Special Recycling Control Corporation, 101053945 Saskatchewan Ltd. and Clint Kimery regarding court costs.

CARRIED UNANIMOUSLY

Resolution No. 2026/0239

Adjournment
Moved by: Councillor Huber

THAT this meeting be adjourned at 3:46 p.m.

CARRIED UNANIMOUSLY

Reeve

Administrator