

TOWNSITE OF REDWOOD MEADOWS ADMINISTRATION SOCIETY

REGULAR COUNCIL MEETING MINUTES

MEETING 26-14

August 18, 2026

Councilors in Attendance:

Mayor - Sam Jackson

Councilor - Bill Ardley

Councilor/Deputy Mayor - Sharon Pegg

Councilor/Treasurer - Rowland Nichol

Councilor - Mark Johns

Councilor/Secretary - Curtis Carriere

Regrets - None

Administration Present: Gord Tate - CAO

1. Call to Order

The meeting was called to order at 19:01 by Mayor Jackson

2. Land Acknowledgement

"We, the residents of Redwood Meadows, acknowledge the traditional territory as a sacred place within Treaty 7 and the Tsuut'ina first nation. With gratitude and mutual respect we acknowledge the ancestral home, culture and teaching of the people and the animals on this shared land. We also acknowledge the Metis Nation of Alberta, Rockyview District 4. We share the responsibility going forward to ensure together we honour the journey of truth and reconciliation. We appreciate the privilege of meeting here today."

Crafted by Sharon Pegg - Presented by Councilor Johns

3. Agenda Confirmation

Motion to approve the agenda as presented. Moved by Councilor Pegg and seconded by Councilor Nichol. Unanimous in favor, motion carried.

4. Approval of Previous Minutes

Motion to approve the meeting minutes of July 21, 2026 as presented. Moved by Councilor Carriere, seconded by Councilor Pegg, vote was unanimous in favor, motion carried.

5. Review of Action Items

See attached list.

6. Committee Updates -

- **Infrastructure** - Administration met with Desmond Mitchell from TTN and discussed the initial funding that the Nation has secured for Redwood Meadows infrastructure and how it would be best utilized to maximize the repairs.
- **Finance** - Sylogist - Ongoing weekly meetings, received the Sylogist "Blueprint" for the project. The Blueprint will be discussed in detail at the next meeting August 21st. Rob Russell is getting up to speed with Sylogist and will be involved with all meetings.
- **Bylaw** - The three updated bylaws were reviewed and discussed.

Noise Bylaw - Motion to approve the first reading of the Noise Bylaw was moved by Councilor Ardley, seconded by Councilor Nichol. The vote was unanimous in favor. The first reading of the Noise Bylaw was passed.

Wildlife Management Bylaw - Motion to approve the first reading of the Wildlife Management Bylaw was moved by Councilor Nichol, seconded by Councilor Pegg. The vote was unanimous in favor. The first reading of the Wildlife Management Bylaw was passed.

Access to Information and Protection of Privacy Bylaw - Motion to approve the first reading of the Access to Information and Protection of Privacy Bylaw was moved by Councilor Nichol, seconded by Councilor Pegg. The vote was unanimous in favor. The first reading of the Access to Information and Protection of Privacy was passed.

Administration will post all three bylaws on the website for public input.

- **Intergovernmental** - A tentative meeting will be set up with Rocky View County (2 members) and Townsite Council (2) members to establish an Intermunicipal Committee - tentative date is currently September 17th - TBC.
- **Liaison** - Date for the next meeting has not been confirmed.
- **Fund Raising** - Committee met August 7th - Over 500K has been raised to date between RMFA, Townsite and "In Kind" contributions. Upcoming Golf Tournament is Sold Out but there was still room for more sponsorship opportunities.

8. ADMINISTRATION UPDATES

See attached report.

9. UNFINISHED BUSINESS

- **Police Station Sublease** - Discussion regarding the sub-sublease is deferred to an In Camera session at the end of the meeting.
- **Emergency Response Plan (ERP)** - Multiple efforts to connect with Chief Rob Evans haven't been successful. Councilor Carriere will continue to try and schedule a meeting to review the ERP draft, simplifying to have clearly defined roles and responsibilities for RMES, Council and Tosguna.
- **Rehabilitation Centre** - Letters to the Province - the council letter was updated and sent through to the various Ministers, Premiere and our MLA voicing the concern of lack of communication, information, traffic and security issues. **Update:** Only response received was from Department of

Transportation - the Department indicated that there would be no modifications to the highway to accommodate dedicated turning lanes, acceleration / deceleration lanes.

- **Insurance - Insurable Contents** - Information requested by legal counsel will be forwarded no later than Wednesday August 19th. 1st submission to the opposing council is at the beginning of September.
- **AB Munis Conference:** Conference is Sept 23/25th in Edmonton - Councilor(s) wanting to attend must advise Administration no later than Sept. 8th.

10. NEW BUSINESS

- **RMES Call Sheet** - Calls are down through Q2 by almost 40% in part due to restrictions imposed by Rocky View. This impacts revenue. Meeting to be scheduled with RMES to discuss spending.
- **TTN Scholarships** - Council and administration discussed the structure of the scholarships provided to TTN students. Proposed revisions to the scholarship fund were discussed, CAO Gord Tate will speak with past Mayor Liz Erasmus to get the history of the scholarships and their intended purpose and report back to council for the first meeting in September.
- **Cheque Run** - Spreadsheets detailing the cheque runs for August 18, 2026 were distributed to all present.
- **Motion: Moved by Councilor Ardley to approve the Operations cheque run dated August 18, 2026 in the amount of \$37,793.14, subject to holding back two (2) invoices for equipment purchases by the RMES until a meeting with RMES can be held. Seconded by Councilor Pegg . Discussions. The vote was unanimous in favor. Motion carried.**

Motion: Moved by Councilor Nichol to approve the EFT Operation transfers dated August 18, 2026 in the amount of \$48,440.37. Seconded by Councilor Pegg. Discussions. The vote was unanimous in favor. Motion carried.

Motion: Moved by Councilor Johns to approve the Capital expenditures dated August 21, 2026 in the amount of \$28,930.02. Seconded by Councilor Nichol. Discussions. The vote was unanimous in favor. Motion carried.

10. IN CAMERA – Session required. Legal

Motion: To go into an “In Camera” session, moved by Councilor Ardley at 20:56.

Motion: To come out of “In Camera” session, moved by Councilor Nichol at 22:10. Motion carried.

Motion: Moved by Councilor Johns to have the following provisions and amendments to the proposed sub-sublease for the new Tosguna Police Station as noted below. Seconded by Councilor Pegg.

Deleting the first line of Section I.

Revise “Whereas” Section I. to “ the Sub-Subleasee wishes to construct, develop, occupy and operate a police station and ancillary facilities on the Premises for that purpose, in respect of

which the Sublessor has consulted Tsuut'ina Nation in accordance with section 2.8(b) of the Stewardship Agreement; and."

-and revising Article 2 - GRANT OF LEASE AND LICENSE Section 2.2 - Reinstate the crossed out section. Delete 2.2 (a), (b) and (c) - Council's intent is that the sub-sublease term will begin on the commencement date and run to the end of the Master Sublease term in 2095 with no options for Renewal terms.

Council stated that the value of the Police service shall be equivalent to "Fair Market Rent" and potable water and sewer costs.

The vote was unanimous in favor, motion passed.

The administration will advise our legal counsel of these changes.

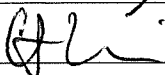
11. ADJOURNMENT

Motion to adjourn. Moved by Councilor Pegg at 22:19

Minutes recorded by Secretary Carriere and CAO Gord Tate - Next Meeting -September 8th, 2026 at 19:00hrs.



Gord Tate - CAO



Secretary - Curtis Carriere

COUNCIL ACTION ITEM LIST - August 18, 2026

Action Item	Description	Action By	Target Date
Intergovernmental/Infrastructure committee	Keep the line of communication open with Rockyview County and TTN about RMES funding. Update: Admin. To set up a start date to meet with Rocky View County to establish a regular Intermunicipal Committee	Action By Bill Ardley Curtis Carriere Mark Johns Gord Tate	Ongoing Sept. 8th
Liaison Committee	Review stewardship agreement, land use agreement and taxation. Next meeting to be confirmed. Mayor Jackson met with Chief Starlight and voiced the need to restart the committee meetings	Sam Jackson Mark Johns	Ongoing
Tosguna Police Station	Develop land use agreement before the development of the Tosguna station New Sub-sublease is being finalized with legal counsels for all parties. Update: Council will forward the information we want to see in the lease agreement	TTN Gord Tate Macushlaw	Ongoing
MAGE Contract	Mage -fibre optics legal review. Councilor Carriere is reviewing all related documents.	townsite/legal	Ongoing
Emergency Response Plan (ERP)	Review the community ERP plan Councilor Carriere completed his review, action items were distributed to all councilors for their review. Draft to be forwarded to RMES for their input.	Council	August
Rehabilitation Centre	Received a response from Dept. of Transportation - no modifications to the roads forthcoming	Council	Ongoing

Townsite Manager's Report August 18, 2026

- **CFEP Grant** - Application has been submitted to build a raised covered bandstand at the southeast corner of the sports field and a shade gazebo next to the Curtis Park playground. Acceptance won't be confirmed until July of 2026. **Update: No response from CFEP, website states it is "under review", expectations are that we were not successful with the application.**
- **RMES Fire Hall** - Demolition of the existing SOG is complete, excavation for foundation is complete, strip footings have been poured. Processing of shop drawings is ongoing, cribbing of foundation walls starts August 21st, insurance company is forwarding 400K as start up funds.
- **Police Station** - Draft of sub-sublease will be reviewed at the August 18th council meeting.
- **Sylogist Software** - Solution Blueprint document received and distributed, meeting Friday August 21st to review the blueprint.
- **CPA** - Rob Russell started August 4th and has been familiarizing himself with our current accounting procedures and reviewing Sylogist software. He will meet with past treasurer Dominique Stadel to further understand where we left off at following the 2025 audit
- **WTP** - CAI Portisan was brought in to flush the intake lines in advance of opening the river intake. Work was completed and the river intake is open.

H2O Innovations has assumed the operations for the WTP and SLS.

LT Earth Services was contracted to clear the gravel bed impacting the water intake - the vaults were cleaned and cleared of all sediments.

- **Infrastructure Meeting with TTN** - Meeting with Desmond Mitchell from TTN to discuss future infrastructure upgrades to the Phase I underground water and sewer lines. The TTN has indicated that there is significant financial support to begin the construction process. Both Desmond Mitchell and Administration discussed the most effective solutions to maximize the desired results.
- Gord Tate - Townsite Manager