

TOWNSITE OF REDWOOD MEADOWS ADMINISTRATION SOCIETY

REGULAR COUNCIL MEETING MINUTES

MEETING 26-13

July 21, 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 19:00 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 Mayor Jackson

3. Agenda Confirmation

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

4. Approval of Previous Minutes

Motion to approve the meeting minutes of June 16, 2026 as presented. Moved by Councilor Carriere, seconded by Councilor Johns, vote was unanimous in favor, motion carried.

5. Review of Action Items

See attached list.

6. Committee Updates -

- **Infrastructure** - Committee has not convened for two months. Update: The biodiversity project (tree planting) is completed. Velocity Water Services completed maintenance and service to all water main valves in the community. Fall projects will include service repairs to the water main on Wolf Drive, sewer line repairs (3) and water service line (2).
- **Finance** - Regular weekly meetings with Sylogist are scheduled for Fridays at 10:30 am
- **Bylaw** - Review of Bylaws is deferred until the August 18th council meeting where the review and first reading of the Noise, Wildlife and Access to Information Bylaws will be reviewed. Administration to forward copies of each bylaw to councilors.
- **Intergovernmental** - Rocky View had extended an invitation to the Residents' Day celebration to be held on July 22nd. No councilors were available to attend but will focus on maintaining communication with Rocky View Councilor Kevin.
- **Liaison** - No new date for the next meeting has been confirmed. Mayor Jackson met with Chief Starlight and stated the importance of restarting the committee meetings. Chief Starlight will speak to the TTN committee members.
- **Fund Raising** - The committee has not met for 2 months, next meeting is scheduled for August 7th at 3pm. Golf tournament is moving along with 64 entries received to date. Councilor Ardley raised the concern of how the insurance funds - once received - will be utilized/prioritized. Meetings with RMES will be necessary in order to make the best use of the funds received.

8. ADMINISTRATION UPDATES

See attached report.

9. UNFINISHED BUSINESS

- **Police Station Sublease** - Both legal counsels for the Townsite and Nation have been working on the new sub-sublease. Macush law indicated that the Nation should have their amended draft to Macush by Thursday July 23rd.
- **Emergency Response Plan (ERP)** - Future meetings with Chief Rob Evans need to take place to review the current RMES ERP and the future townsite ERP and ensure the two are aligned and cohesive.
- **Rehabilitation Centre** - Letters to the Province - the council letter will be updated and sent through to the various Ministers, Premiere and our MLA voicing the concern of lack of communication, information, traffic and security issues.

Councilor Johns and administration brought to the attention of the council the Globe and Mail article where it confirmed a number of lawsuits had been filed against different parties involved in the project.

- **Insurance - Insurable Contents** - Mayor Jackson confirmed that the Townsite was taking the Insurance company to arbitration to settle the coverage on the "building contents". The case is set for December 2026.

10. NEW BUSINESS

- **Fire Hall Building 2 Construction** - Tender closed June 25th. SynCon Management Ltd. was the successful bidder. A Letter of Intent has been issued to SynCon. Administration is still waiting on the official go ahead to be issued by the Insurance Company. A preliminary start up meeting with SynCon is scheduled for Wednesday July 22nd at 9:30 am.
- **AB Munis Conference** - Conference is to be held in Edmonton on September 23 - 25. Administration needs to confirm if any councillors will be able to attend.
- **Meeting with Chief Starlight** - Mayor Jackson met with Chief Starlight, discussion included infrastructure, the new Tosguna Police Station, Liaison Committee and Rehabilitation Centre. Chief Starlight also spoke to future developments being contemplated outside of Redwood Meadows. Mayor Jackson received an invitation to join Chief Starlight during the Pow Wow Celebrations.
- **Cheque Run** - Spreadsheets detailing the cheque runs for July 21, 2026 were distributed to all present.
- **Motion: Moved by Councilor Nichol to approve the Operations cheque run dated July 21, 2026 in the amount of \$54,370.78. Seconded by Councilor Ardley . Discussions. The vote was unanimous in favor. Motion carried.**

Motion: Moved by Councilor Nichol to approve the EFT Operation transfers dated July 21, 2026 in the amount of \$29,293.25. Seconded by Councilor Johns. Discussions. The vote was unanimous in favor. Motion carried.

Motion: Moved by Councilor Pegg to approve the Capital expenditures dated July 21, 2026 in the amount of \$77,931.88. Seconded by Councilor Ardley. Discussions. The vote was unanimous in favor. Motion carried.

10. IN CAMERA – Session required. FOIP

Motion: To go into an “In Camera” session, moved by Councilor Nichol at 20:51. Seconded by Councilor Ardley. Motion carried.

Motion: To come out of “In Camera” session, moved by Councilor Pegg at 20:53. Motion carried.

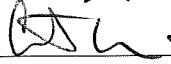
11. ADJOURNMENT

Motion to adjourn. Moved by Councilor Ardley at 20:54

Minutes recorded by Secretary Carriere and CAO Gord Tate - Next Meeting -August 18, 2026 at 19:00 hrs.



Gord Tate - CAO



Secretary - Curtis Carriere

COUNCIL ACTION ITEM LIST - July 21, 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.	Action By Bill Ardley Curtis Carriere Mark Johns	Ongoing
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: Lawyers for both parties have met. Revised draft to be submitted this week for review and to finalize.	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	Councillor Nichol has had no success with responses from any level of Government or TTN	Council	Ongoing

Townsite Manager's Report July 21, 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:** CFEP has had a preliminary review of our application, minor adjustments made, final review and notification will be completed in July.
- **RMES Fire Hall** - Tender closed on June 25th - SynCon Management was the low bid - tender documents forwarded to the claims adjuster and consultants - adjuster has recommended proceeding with SynCon Management - we are waiting on final approval to proceed. Townsite has issued a Letter of Intent to SynCon Management - start up meeting scheduled for next Wednesday July 22nd.
- **Police Station** - Townsite's legal counsel has updated the draft of the sub-sublease and resubmitted to the Nation for their review and comment. No new changes.
- **Sylogist Software** - Next meeting dealing with utilities was completed on July 17th
- **Water Main Valves** - Velocity Water Services completed their service review of all water main valves within the community. Their report identified three valves that need to be replaced and also confirmed which valves were "country" and which valves were "city". Remedial work on the three valves will be scheduled for 2026 and 2027.
- **Tree Replanting** - All 210 trees have been planted and are being maintained by operations staff. Work now will focus on area clean up where the FireSmart program was completed.
- **Spruce Beetle Abatement** - Ebbs Forestry Service has installed the beetle deterrents to common property within Redwood Meadows as well on the golf course. The Lingrin funnel traps have also been set out at the North end and along the berm towards the water treatment plant. Beetle deterrents made available to the public have been completely distributed.
- **Spruce Budworm** - Ebbs Forestry Service completed a review of the forest focusing on the spruce budworm condition. Ebbs reported back that the number of spruce budworms is limited and that the budworms are approximately three weeks late in their development. The infestation is considered to be minor, the recommendation is to not schedule spraying for 2027. Ebbs will review the forest in 2027 and advise if the Townsite should plan for a 2028 spray.
- **CPA** - Rob Russell will start his employment on Monday August 3rd. Initially working with Eric Rogers to familiarize himself with our current system and to bring him up to date with the Sylogistgov accounting software status.
- Gord Tate - Townsite Manager