

TOWNSITE OF REDWOOD MEADOWS ADMINISTRATION SOCIETY

REGULAR COUNCIL MEETING MINUTES

MEETING 26-11

June 2, 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 - Councilor Ross

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 presented. Moved by Councilor Pegg and seconded by Councilor Ardley. Unanimous in favor, motion carried.

4. Visitation - RMCA

Resident Marilyn Engelbert presented an update of the activities being coordinated by the RMCA. Spring sports is ongoing with tremendous participation and success, an upgrade to the skate park is planned for one day next week, NIPD celebrations - planning is complete, community garden is fully developed, and volunteers are needed for the end of August Casino fund raiser.

5. Approval of Previous Minutes

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

6. Review of Action Items

See attached list.

7. Committee Updates -

- **Infrastructure** - MAGE contract still under review. The intent will be to fully understand ownership of the fibre optics lines to determine the next steps for the sale or leasing of the lines.
- **Finance** - Sylogist kick off meeting completed, next meeting with the team to be confirmed.

MNP - Cameron LaRocque - to meet with council to review the finalized financial statement is planned for June 10th at 4pm.
- **Bylaw** - Councilor Nichol deferred the review of the updated Land Use Bylaw until a comparison review of the Community Standards alongside of the Land Use Bylaw was completed. Bylaw committee also provided updated Noise Control and Wildlife Management Bylaws for council to review in preparation for a future discussion.
- **Intergovernmental** - Meeting with MLA Sarah Elmeligi scheduled for June 10th at 3pm. Topics for discussion were forwarded to Sarah in advance of the meeting.
- **Liaison** - No new date for the next meeting has been confirmed.
- **Fund Raising** - Next committee meeting scheduled for May 22nd.

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. The document is not ready for signing.
- **Audit** - MNP will present the completed financial statement to the council on June 10th at 4pm. MNP will review the statement with Administration in advance of the presentation to the council on Monday June 8th.
- **Emergency Response Plan (ERP)** - Council will meet to finalize the new ERP at a dedicated working session on June 10th. Once completed it will be forwarded to the RMES for their input and amendments prior to implementing the plan.
- **AGM** - Scheduled for June 17th - MNP will present the financial statement, Administration will present the 2026 operational budget, Councilor Pegg has cleaned up last year's powerpoint presentation so that the new slides can be entered.

9. NEW BUSINESS

- **Discussions with Tsuut'ina** - Administration has had discussions with Tanis One Spot with regards to a cosponsored application to FRIAA for another FireSmart application in 2027 which would benefit both parties, the disposal of the merchandise timber from this year's Firesmart project and disposal of our surplus wood chips to the Pow Wow grounds. Tsuut'ina Council meeting is June 2nd, so administration will follow up with Ms. One Spot following their meeting.

- **Cheque Run** - Spreadsheets detailing the cheque runs for June 2, 2026 were distributed to all present.

Motion: Moved by Councilor Pegg to approve the Operations cheque run dated June 2, 2026 in the amount of \$67,648.70. Seconded by Councilor Nichol . Discussions. The vote was unanimous in favor. Motion carried.

Motion: Moved by Councilor Ardley to approve the EFT Operation transfers dated June 2, 2026 in the amount of \$23,884.27. Seconded by Councilor Johns. Discussions. The vote was unanimous in favor. Motion carried.

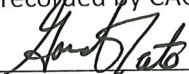
Motion: Moved by Councilor Johns to approve the Capital expenditures dated June 2, 2026 in the amount of \$27,258.45. Seconded by Councilor Ardley. Discussions. The vote was unanimous in favor. Motion carried.

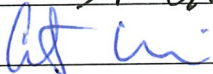
10. IN CAMERA – No session required.

11. ADJOURNMENT

Motion to adjourn. Moved by Councilor Johns at 20:17

Minutes recorded by CAO Gord Tate - Next Meeting -June 16, 2026 at 19:00 hrs.

 _____ Gord Tate - CAO

 _____ Secretary - Curtis Carriere

Townsite Manager's Report June 02, 2026

- **FRIAA Grant / FireSmart** - Issue with disposal of the merchandise timber was resolved. West Fraser will remove the timber, issue payment for the wood, Townsite then will remit to the Tsuut'ina. Once timber is removed the FRIAA will forward the final progress draw.
- **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** - Updated "Issued for Tender" drawings received - minor revisions needed - Documents will be sent out for tender by Friday June 5th.
- **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.
- **Tsuut'ina / Rogers Communication Tower** - Latest information is the contractor will be mobilizing to start construction within the next 2 - 3 months.
- **Sylogist Software** - "Kick-Off" meeting took place May 29th - Sylogist/MNP Team was introduced, scheduled reviewed, both parties will have responsibilities. MNP to forward copy of the powerpoint presentation.

CIP grant - revised their format for grant applications - the revised date for submissions is mid-June.

- **LGFF - Capital and Operational + CCBF Capital Grants** - LGFF grants - capital and operational have all been approved. CCBF grant applications have been submitted - waiting on approvals
- **Fire Hydrants** - Velocity completed the annual maintenance of all fire hydrants.
- **Eastlink** - Change of plans - Eastlink will now be moving back into the new fire hall building.
- **Tree Replanting** - Excavation of tree wells begins June 3rd (weather delay). Delivery of trees is scheduled for June 15th.
- **Canada Summer Jobs** - Two summer students have been hired and will work until August 28th.
- **Operations Equipment** - We received the new utility vehicle and it is now in use. Insurance is in place.
- **Boil Water Advisory** - Health Canada issued a boil water advisory June 2nd as the turbidity in the river has increased to the point where the plant cannot keep up to meet the minimum threshold. The levels in the distribution system are only marginally over the acceptable standard but the threshold has been exceeded. Townsite has notified the public with the Updater, Emergency call out system, social media and posted on the website. We will continue to monitor the turbidity and advise once the boil water advisory will be removed.
- **Sanitary** - With the amount of rain received in the past three days the groundwater levels have risen to the point where we are getting groundwater infiltration into the sanitary lines which impacts the ability of the pumps to keep up with the flows. Townsite advised Health Canada, Tsuut'ina Nation and Alberta Environment about potentially having to discharge overland to keep homes from flooding. All parties are aware of the situation.
- Gord Tate - Townsite Manager

COUNCIL ACTION ITEM LIST - June 2, 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. Councilor Ardley to follow up with Kevin at Rocky View Meeting with MLA Sarah Elmeligi - June 10	Action By Bill Ardley Curtis Carriere Mark Johns	Ongoing
Liaison Committee	Review stewardship agreement, land use agreement addressing the new Tosguna police station and taxation. Next meeting to be confirmed.	Sam Jackson Simon Ross TTN & Macushlaw Legal	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	TTN Gord Tate Macushlaw	May
MAGE Contract	Mage -fibre optics legal review. Councilor Carriere is reviewing all related documents. Gord Tate to forward an electronic copy of MAGE contract	townsite/legal Gord Tate	Ongoing June
Emergency Response Plan (ERP)	Review the community ERP plan Councilor Carriere completed his review, action items were distributed to all councilors for their review. Dedicated ERP discussion day is required. Jun 10, 2026	Council	June
Rehabilitation Centre	Councillor Nicholl has reached out to the Province and to AHS. AHS response was to direct any questions to TTN -Angela	Council	May