

TOWNSITE OF REDWOOD MEADOWS ADMINISTRATION SOCIETY

REGULAR COUNCIL MEETING MINUTES

MEETING 26-01

January 06, 2026

Councilors in Attendance:

Councilor/Mayor - Sam Jackson

Councilor/Treasurer Rowland Nichol

Councilor/Secretary - Curtis Carriere

Councilor - Bill Ardley

Councilor/Deputy Mayor - Sharon Pegg

Councilor - Mark Johns

Regrets: Simon Ross

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 Nichol

3. Agenda Confirmation

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

4. Visitation - Warren Crowchild

Warren Crowchild from One Face Consulting spoke to the council with regards to the services his company could provide as far as security patrol and bylaw enforcement. Mr. Crowchild provided a brief history of his family, Redwood Meadows and his company services. Administration will work with Mr. Crowchild to develop a service and cost structure for providing bylaw enforcement services and will present to the council once completed.

5. Approval of Previous Minutes

Motion to approve the meeting minutes of December 16, 2025 as presented. Moved by Councilor Ardley, seconded by Councilor Pegg, vote was unanimous in favor, motion carried.

6. Review of Action Items

See attached list.

7. Committee Updates -

- **Infrastructure** -The committee will explore a potential third party analysis and a cost sharing plan with Rocky View County and TTN. **Update:** Mayor Jackson tabled his earlier conversation with Rocky View, Belen Scott, and tabled the invitation for our Redwood Council to meet with the Rocky View Council over a lunch meeting to discuss emergency services, communication with the Tsuut’ina Nation and other similar topics of mutual interest. Administration will follow up Belen to confirm the date of January 27th for this meeting and report back to the council.
- **Finance** - Committee to meet on January 9th. The committee will further review the new accounting software proposals, and the RFP template constructed by Dominique Stadel.
- **Bylaw** - Councilor Nichol reported that minimal feedback was received from the public from the last updated version of the new Animal Control Bylaw. Administration stated that with the Christmas/New Years break that the deadline for feedback was extended to January 9th. The intent, pending additional public feedback, will be to proceed with the first reading of the bylaw at the January 20th council meeting.
- **Intergovernmental** - See Infrastructure Update.
- **Liaison** - The next meeting is scheduled for January 21st, 2026 at the offices of TTN.

8. ADMINISTRATION UPDATES

See attached report.

9. UNFINISHED BUSINESS

- **PVP Investment Fund** - Administration received the council notes from the September council meeting to revise the PVP investment strategy from the existing structure back to align with the original PVP investment policy. Administration, up to this meeting, has been unable to connect with Jim Coleman from Raymond James to finalize the investment policy. Once the communication has been finalized administration will advise the council.
- **Strategy Session - Feb. 7th** - Date has been finalized, Councilors will expect to be contacted by the facilitator to discuss each individual's wants and needs for this council mandate prior to the February 7th session.

10. NEW BUSINESS

- **RMES Fire Hall Fire - Insurance, Fund Raising and Tanker Delivery** - Discussions with the Insurance company have been ongoing, insurance funds have been received for the fire truck losses. The new tanker is enroute from Ontario, expected eta to Calgary is by Thursday January 8th and will have to go through dealer prep before delivery to Redwood. Fund Raising efforts are still under discussion with the Firefighter's Association and the Townsite. Mayor Jackson will be meeting again on Friday January 9th with the Firefighter's Association in an attempt to finalize the direction of our fund raising efforts.

- **Cheque Run** - Spreadsheets detailing the cheque run for January 6th were distributed to all present.

Motion: Moved by Councilor Pegg to approve the Operations cheque run dated January 06, 2026 in the amount of \$14,760.97. Seconded by Councilor Nichol. Discussions. The vote was unanimous in favor. Motion carried.

Motion: Moved by Councilor Johns to approve the EFT Operation transfers dated January 06, 2026 in the amount of \$13,433.90. Seconded by Councilor Nichol. Discussions. The vote was unanimous in favor. Motion carried.

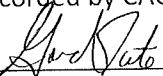
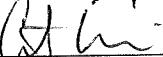
11. IN CAMERA – Session required - FOIPP - Motion to go “In Camera” by Councilor Nichol @ 21:26

Motion to come out of “In Camera” session by Councilor Pegg @ 21:30

12. ADJOURNMENT

Motion to adjourn. Moved by Councilor Nichol at 21:33

Minutes recorded by CAO Gord Tate - Next Meeting - January 20, 2026 at 19:00 hrs.

 _____ Gord Tate - CAO
 _____ Curtis Carriere - Secretary/Councilor

Townsite Manager's Report January 06, 2026

- **Atco Dig** - Atco has begun the dig to install the new gas line to the rehabilitation centre. Work is now suspended until after Christmas. The traffic barricades and signage will remain in place until the project is completed. **Update:** Contractor to remobilize in the first week of January.
- **FRIAA Grant** - The detailed grant application was submitted on December 9th to FRIAA. We are waiting on their final review and approval. If and once approved Firesmart work could begin as early as mid January 2026. **Update:** No answer back from FRIAA as of January 6th - Decision pending.
- **Wawanesa Firesmart Grant** - The grant application has been submitted. Waiting on their review and decision. **Update:** Waiting on response from Wawanesa.
- **Canada Summer Jobs Grant** - The grant application has been submitted. Waiting on their review and decision. **Update:** Status remains the same - waiting on response from the Feds.
- **Alberta Youth Employment Grant** - The grant application has been submitted. Waiting on their review and decision. **Update:** Status remains the same - waiting on response from the Province.
- **RMES Fire Hall** - Insurance company has been notified, initial funds have been paid for the four pieces of equipment lost in the fire. We received a donated pick up truck from the Chestermere Fire Department which replaces the loss of the "Bush Buggy". A new demo model Tender has been ordered and is being shipped from Ontario. This will replace the Tender unit which was lost in the fire. RMES is compiling an equipment and materials list of the items lost in the fire, this will be forwarded to the insurance company once received. Operations has made space available at the maintenance building to park the new replacement trucks until the new building is constructed. Meetings with RMES have been ongoing in order to finalize the fund raising efforts, we expect it will take another 2 weeks to have confirmation from the Fire Fighters Association that the fund raising will be in conjunction with the Townsite. Administration has received three quotations to have the debris from the fire removed, the quotes were forwarded to the insurance company for their review and action. The insurance company has green lighted the demolition and clean-up to Able Demolition. Able is mobilizing the site tomorrow morning, Wednesday January 7th, the duration of the clean-up will be 3 days.
- **Peggy Rupert - Executive Assistant:** Peggy has officially retired from the Townsite. Her replacement, Natasha Martel will carry on the duties of the Executive Assistant effective January 1st, 2026.
- **Fortis/Mage** - Fortis is mobilizing in the first week of January to start to install the required power stations at 15 street light standards in advance of Mage setting up their antenna system for wireless internet for the first third of the community. Mage has scheduled an open house for our residents on January 14th, 2026.
- **Budget 2026** - Administration is working to finalize November and December's final costs and begin to prepare the final budget draft which will be copied to TTN for their review.

COUNCIL ACTION ITEM LIST - January 06, 2026

Action Item	Description	Action By	Target Date
Intergovernmental Committee	<p>Establish a committee, develop an action plan</p> <p>Further contact with the Ministry of Transportation is required.</p> <p>Councilor Nichol has forwarded a second letter - response is pending</p>	Rowland Nichol Bill Ardley Sam Jackson	Ongoing
Intergovernmental/Infrastructure committee	Gather information about the current RMES funding and operations to determine a clear path for the future of RMES -	Action By Rowland Nichol Curtis Carriere Mark Johns	Ongoing
Liaison Committee	<p>Next meeting with TTN has been set, Jan. 21st at TTN. Taxation Agreement and Stewardship Agreement are on the agenda</p> <p>Addendum to stewardship agreement and land use agreement addressing the Tosguna police station</p>	Action By Sam Jackson Simon Ross TTN - Terry Braun	Ongoing
Tosguna Police station -review	<p>Meeting with Chief Blake and all of council is required to discuss and develop an agreement in regards to the new station - services provided, cost of services.</p> <p>Update: Townhall to be held before the groundbreaking in March/spring 2026 Date and time to be confirmed.</p>	TTN - Terry Braun Gord Tate	January 2026
Administration Bylaw	Clerical Amendments to Administration Bylaw	Council	March 2026