

TOWNSITE OF REDWOOD MEADOWS ADMINISTRATION SOCIETY

REGULAR COUNCIL MEETING MINUTES

MEETING 26-02
January 20, 2026

Councilors in Attendance:

Councilor/Mayor - Sam Jackson

Councilor/Secretary - Curtis Carriere

Councilor/Deputy Mayor - Sharon Pegg

Councilor - Simon Ross

Councilor - Rowland Nichol arrived @ 19:30

Councilor - Bill Ardley

Councilor - Mark Johns

Administration Present: Gord Tate - CAO

1. Call to Order

The meeting was called to order at 19:04 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 amended. Moved by Councilor Ardley and seconded by Councilor Pegg. Unanimous in favor, motion carried.

4. Approval of Previous Minutes

Motion to approve the meeting minutes of January 06, 2026 as amended. Moved by Councilor Pegg, seconded by Councilor Johns, vote was unanimous in favor, motion carried.

5. Review of Action Items

See attached list.

6. Committee Updates -

- **Infrastructure** - Mage Update: Fortis was supposed to start installation of power source and disconnects at selected light standards on January 7th 2026, this has not occurred. This work must be completed in advance of Mage installing their antennas at the same light standards.

Mage held a drop in session at Redwood House on January 13th for Society members to promote their internet service. Indications were that it was poorly attended. Administration will reach out to Mage to confirm when the service will be installed and made active. The original Mage contract will be reviewed in detail and possibly renegotiated.

Motion to temporarily adjourn the meeting in order to attend the “Push In” ceremony for the new Tender. Moved by Councilor Ardley, seconded by Councilor Pegg. Unanimous, motion approved. Adjournment at 19:40.

Meeting reconvened - Called to Order at 20:14

- **Finance** - Finance Committee - Dominique Satdel created a formal RFP to be sent to the three vendor candidates for providing the new accounting software. The RFP is under review by the committee for any final revisions.
- **Bylaw** - The new Animal Control Bylaw received minimal feedback from residents.

Motion: Motion to proceed to the second reading of the Animal Control Bylaw. Moved by Councilor Nichol, seconded by Councilor Johns. Unanimous in favor. Motion carried.

- **Intergovernmental** - CAO- Gord Tate provided an update from his meeting with Rocky View County CAO Reegan McCullough. Discussion revolved around the history of Redwood Meadows, Emergency Services, FRIAA - FireSmarting and communications with the Tsuut’ina Nation.

Mayor Jackson provided an update from his meeting with MLA Sarah Elmeligi. Mayor Jackson will reach out to the individual Ministers. Mayor Jackson also received correspondence from MP John Barlow both meetings were regarding the December 17th fire losses.

- **Liaison** - The next meeting is scheduled for January 22nd, 2026 at the offices of TTN.

7. ADMINISTRATION UPDATES

See attached report.

8. UNFINISHED BUSINESS

- **PVP Investment Fund** - Administration confirmed that the PVP fund investment strategy with Raymond James will transition back to the original PVP investment policy strategy.
- **Strategy Session - Feb. 7th** - Reminder to all Councilors to lock in their interview time with the facilitator prior to the February 7th strategy session.
- **RMES Fund Raising Committee** - The committee has been finalized the initial meeting took place on February 16th. Roles and responsibilities were discussed and assigned. Website development needs to be completed and launched.
- **December 17th Fire Update** - Reference the Townsite Manager’s report.

9. NEW BUSINESS

- **Resident’s Request for Bear proof Garbage Bins** - A resident reached out expressing concerns about the current garbage pickup process and suggested using bear proof bins similar to Banff/Canmore. Previous councils had explored this option; however, it was found the process to be far too expensive and systematically problematic. Councilor Carriere will respond accordingly

to the resident. A reminder will be put in the Updater again reminding residents about the proper use and process of our existing garbage/recycling pickup.

- **Cheque Run** - Spreadsheets detailing the cheque run for January 20th were distributed to all present.

Motion: Moved by Councilor Pegg to approve the Operations cheque run dated January 20, 2026 in the amount of \$41,393.61. Seconded by Councilor Ross . Discussions. The vote was unanimous in favor. Motion carried.

Motion: Moved by Councilor Ross to approve the EFT Operation transfers dated January 20, 2026 in the amount of \$26,403.47. Seconded by Councilor Ardley . Discussions. The vote was unanimous in favor. Motion carried.

Motion: Moved by Councilor Johns to approve the Capital cheque run dated January 20, 2026 in the amount of \$1,723.22. Seconded by Councilor Ross. Discussions. The vote was unanimous in favor, motion carried.

10. IN CAMERA – Session required - FOIPP

Motion to go In Camera at 21:26, moved by Councilor Pegg.

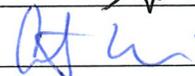
Motion to come out of In Camera session at 21:26, moved by Councilor Pegg

11. ADJOURNMENT

Motion to adjourn. Moved by Councilor Rossl at 21:35

Minutes recorded by CAO Gord Tate and Secretary Carriere - Next Meeting -February 03, 2026 at 19:00 hrs.


_____ Gord Tate - CAO


_____ Curtis Carriere - Secretary/Councilor

COUNCIL ACTION ITEM LIST - January 20, 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>	<p>Rowland Nichol Bill Ardley Sam Jackson</p>	Ongoing
Intergovernmental/Infrastructure committee	<p>Gather information about the current RMES funding and operations to determine a clear path for the future of RMES -</p>	<p>Action By Rowland Nichol Curtis Carriere Mark Johns</p>	Ongoing
Liaison Committee	<p>Next meeting with TTN has been set, Jan. 22nd 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>	<p>Action By Sam Jackson Simon Ross</p> <p>TTN - Terry Braun</p>	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>	<p>TTN - Terry Braun</p> <p>Gord Tate</p>	January 2026
Administration Bylaw	Clerical Amendments to Administration Bylaw	Council	March 2026

Townsite Manager's Report January 20, 2026

- **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 20th - 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** - Grant was approved.
- **RMES Fire Hall** - Insurance has forwarded to installments for the lost mobile equipment totaling \$671,295.64. These funds were used to complete the purchase of the new Tender/Tanker. The new truck was received January 13th and was outfitted with \$20K in new accessories in order to make the tanker more functional. The accessories were paid from the cash assets raised through the "Go Fund Me" account. Administration completed as-built sketches of what was the existing building before it burnt down and forwarded the drawings to the Insurance company's construction consultant for their take-off. Core samples of the existing slab on grade were taken and tested to verify the integrity of the slab. The results came back, the compressive strength was acceptable but further discussion will be undertaken with a structural engineer to confirm the final integrity of the concrete. Administration has had discussions with Eastlink personnel in Halifax to clarify that the contract signed for the rental of the hub building that was a collateral loss in the fire mandated that Eastlink carry their own insurance for losses.
- **Fortis/Mage** - Mage conducted an open house on January 14th to discuss their service with residents. No confirmation as to when Fortis will initiate installation of disconnects/power sources to the selected light standards.
- **Budget 2026** - Final costs to date for the month ending December 2025 have been entered. Administration will contact TTN to confirm on how they want Redwood to submit the 2026 budget to TTN for their review.

Gord Tate - Townsite Manager