

TOWNSITE OF REDWOOD MEADOWS ADMINISTRATION SOCIETY

REGULAR COUNCIL MEETING MINUTES

MEETING 26-10

May 19, 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 19:05 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 Ardley

3. Agenda Confirmation

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

4. Approval of Previous Minutes

Motion to approve the meeting minutes of May 05, 2026 as presented. Moved by Councilor Pegg, seconded by Councilor Carriere, vote was unanimous in favor, motion carried.

5. Visitation - RMCA - Resident Marilyn Engelbert updated council on the planned upcoming events sponsored by the RMCA. Events include National Indigenous Peoples Day June 21st, Canada Day - Fireworks booked, Bike Parade, Indigenous Elders and Dancers. Casino at the end of August - volunteers needed. Parade of Garage sales is scheduled for June 27 and 28th.

6. Review of Action Items

See attached list.

7. Committee Updates -

- **Infrastructure** - MAGE contract still under review.
- **Finance** - Sylogist official kick off meeting scheduled for May 29th at 10am via "Teams".

CPA/Accounting - Top Tier Recruiting has forwarded 2 candidates resumes. Interviews with the Finance Committee scheduled for May 26th at 7pm in the Wild Rose room.

- **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.
- **Intergovernmental** - Meeting with MLA Sarah Elmeligi scheduled for June 10th at 3pm. Questions to be presented to the MLA are to be submitted by Friday May 22, 2026.
- **Liaison** - No new date for the next meeting has been confirmed.
- **Fund Raising** - Next committee meeting scheduled for May 22nd. RMFA - Mike Norman, Councilor Johns and CAO - Gord Tate will not be in attendance. Administration confirmed that a golf tournament to raise funds has been booked for September 24th at Redwood Meadows. A small committee will be formed to promote and coordinate the event.

8. ADMINISTRATION UPDATES

See attached report.

9. UNFINISHED BUSINESS

- **"APP" for Notifying Residents** - Administration has completed the sign up with "Text-em All", authorization documents have been prepared and will be linked with the Updater, and on the website. In addition hard copies will be made available at the AGM.
- **Police Station Sublease** - TTN has forwarded a draft of the proposed sublease. This draft has been forwarded to the Townsite's legal counsel for their review and input. **Update:** Discussions between both parties legal counsel have been ongoing. The document is not ready for signing.
- **Audit** - MNP is still working on the financial statement and will not be ready for the May 27th AGM. The AGM will be deferred to June 17th. Administration will advise Society members through public postings, Updater and on the website.

9. NEW BUSINESS

- **AGM** - Councilor Pegg volunteered to create the powerpoint presentation, administration will forward the 2025 version to Councilor Pegg for a working template.
- **Cheque Run** - Spreadsheets detailing the cheque runs for May 19th, 2026 were distributed to all present.

Motion: Moved by Councilor Johns to approve the Operations cheque run dated May 19, 2026 in the amount of \$70,019.64. Seconded by Councilor Pegg . Discussions. The vote was unanimous in favor. Motion carried.

Motion: Moved by Councilor Pegg to approve the EFT Operation transfers dated May 19, 2026 in the amount of \$28,364.68. Seconded by Councilor Johns. Discussions. The vote was unanimous in favor. Motion carried.

Motion: Moved by Councilor Nichol to approve the Capital expenditures dated May 19, 2026 in the amount of \$41,422.50. Seconded by Councilor Pegg. Discussions. The vote was unanimous in favor. Motion carried.

10. IN CAMERA – Session required. FOIP

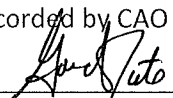
Motion: Moved by Councilor Nichol to go In Camera 20:32

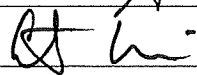
Motion: Moved by Councilor Johns to come out of the In Camera session at 20:36

11. ADJOURNMENT

Motion to adjourn. Moved by Councilor Johns at 20:36

Minutes recorded by CAO Gord Tate - Next Meeting -June 2nd, 2026 at 19:00 hrs.


_____ Gord Tate - CAO


_____ Secretary - Curtis Carriere

COUNCIL ACTION ITEM LIST - May 19th, 2026

Action Item	Description	Action By	Target Date
Intergovernmental/Infrastructure committee	<p>Councillor Nichol has been in contact with Belen at RVC further follow up pending.</p> <p>Keep the line of communication open with Rockyview County and TTN about RMES funding</p> <p>Meeting with MLA Sarah Elmeligi - June 10</p>	<p>Action By Rowland Nichol Curtis Carriere Mark Johns</p>	Ongoing
Liaison Committee	<p>Review stewardship agreement, land use agreement addressing the new Tosguna police station and taxation.</p> <p>Next meeting still to be confirmed</p> <p>Macushla Law has been copied with meeting minutes.</p>	<p>Sam Jackson Simon Ross</p> <p>TTN & Macushlaw Legal</p>	Ongoing
Tosguna Police Station	<p>Develop land use agreement before the development of the Tosguna station</p> <p>New Sub-sublease is being finalized with legal counsels for all parties</p>	<p>TTN Gord Tate Macushlaw</p>	May
MAGE Contract	<p>Mage -fibre optics legal review.</p> <p>Councilor Carriere is reviewing all related documents</p>	townsite/legal	Ongoing
Emergency Response Plan (ERP)	<p>Review the community ERP plan</p> <p>Councilor Carriere completed his review, action items were distributed to all councilors for their review.</p> <p>Dedicated ERP discussion day is required.</p> <p>Jun 10, 2026</p>	Council	June
Rehabilitation Centre	<p>Councillor Nicholl has reached out to the Province and to AHS.</p> <p>Response from AHS was non committal.</p>	Council	May

Townsite Manager's Report May 19, 2026

- **FRIAA Grant / FireSmart** - Final progress draw is being held pending removal of the merchandise timer that is stockpiled along the berm in 5 locations. Need a decision from TTN - Tanis Onespot.
- **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** - Administration will be meeting with Kumlin Sullivan Architecture to finalize the tender package this week.
- **Police Station** - Townsite's legal counsel has updated the draft of the sub-sublease and resubmitted to the Nation for their review and comment.
- **Tsuut'ina / Rogers Communication Tower** - Contractor drill rig was on site May 15th to complete the geotechnical information gathering. This information will be used to finalize the foundation for the new tower.
- **Sylogist Software** - "Kick-Off" meeting is scheduled for May 29th at 10am via "Teams".

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
- **Street Sweeping** - Street sweeping is booked for May 25th.
- **Yard Waste Bins** - 2 - 40 yard bins will be delivered May 26th for the residents spring clean-up. These bins will be for organic yard waste debris only - no household garbage or plastics will be allowed.
- **Fire Hydrants** - Administration has finalized the schedule for Velocity Water Services to complete the annual inspection and maintenance of all fire hydrants in the community. The scheduled start date is May 20th and 21st.
- **Eastlink** - Work will begin May 19th to install a permanent distribution for the Eastlink service to the community. Eastlink will not need to move back into firehall building 2. Once the new system is installed and changed over Eastlink will then remove all the temporary distribution.
- **Tree Replanting** - Working with Madison Welch we have finalized the order for the trees scheduled for replanting. We are looking to a mid-June delivery. Administration will be working with Red Mountain Rigging who will provide a small backhoe and operator to dig the tree wells in advance of the tree delivery. Staking out the locations for the new trees will begin this week.
- **Canada Summer Jobs** - Administration is completing the required paperwork in advance of posting the two positions for hiring summer students.
- **Operations Equipment** - The two "Boss" plows have been serviced - these had never been serviced in the past. Lawnmowing tractors have been serviced and are ready for the summer season. One Silent pump has been serviced - the second is in for servicing. The utility Kubota has come to the end of its lifespan. It will be removed/junked and Townsite is purchasing a new utility vehicle - a Polaris Ranger SP 570 to replace the Kubota.

Gord Tate - Townsite Manager