

TOWNSITE OF REDWOOD MEADOWS ADMINISTRATION SOCIETY

REGULAR COUNCIL MEETING MINUTES

MEETING 25-16

October 14, 2025

Councilors in attendance:

Councilor/Mayor - Sam Jackson

Councilor - Curtis Carriere

Councilor Rowland Nichol

Councilor/Deputy Mayor - Renita Hoskins

Regrets: Joan Evans, Dominique Stadel, Simon Ross

Administration present: Gord Tate

1. Call to Order

The meeting was called to order at 19:13 hrs. 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 Deputy Mayor Hoskins

3. Approval of Agenda

Motion to approve the agenda as amended. Moved by Councilor Nichol, seconded by Deputy Mayor Hoskins, unanimous in favour, motion carried.

4. Approval of Previous Minutes

Motion to approve meeting minutes of September 23, 2025. Moved by Councilor Nichol to accept the minutes as presented. Seconded by Councilor Carriere. Unanimous in favour. Motion carried.

5. Review of Action Items

List updated. See Attached

6. Committee Updates

- **Infrastructure** - Meeting with RMES - Chief Evans - to be set to discuss the needs and strategies for the future of the RMES services.

No further updates from MAGE with their internet roll out for the community.

- **Finance** - Deferred as Treasurer Stadel was not in attendance.

- **Bylaw** - Animal Control Bylaw - Committee is still working on revisions to the Bylaw.

Councilor Nichol stated the committee will be focusing on three Bylaws in 2026 - Traffic, Sign, and Fire for review and any potential revisions.

- **Intergovernmental** - Refer to Action Item list for updates
- **Liaison** - Mayor Jackson reported on the October 9th meeting with TTN. The Liaison Committee is now formally established. Meetings will be held bi-weekly during the start up process, next meeting is scheduled for October 20th at TTN offices. Initial focus will be on the Stewardship Agreement and Tax Administration Agreement.

7. Administration Updates

See attached.

9. UNFINISHED BUSINESS

- **Townsite Community Political Neutrality Policy** - The amended policy statement was presented and discussed.
Motion to adopt the Townsite Community Political Neutrality Policy as presented. Moved by Councilor Nichol, seconded by Councilor Hoskins. Discussions, unanimous in favor, motion carried, policy has been adapted.

10. NEW BUSINESS

- **RMES Update** - Fire Chief Evans provided council with a brief update on the call outs to date and invoiced revenues to date. Brief discussion was had clarifying that volunteer firefighters that attended the wildfires in northern Alberta this summer will be compensated as employees from the funds received from the Province of Alberta.
- **Town Hall** - Discussions reviewing the communication received from the Society members about the new Tosguna Police Station. Mayor and Council fully support the new police station development.

Motion: Council supports the development of the new police station located on the undeveloped land south of the existing RMES fire hall within the Townsite of Redwood Meadows leased area. Moved by Councilor Hoskins, seconded by Councilor Nichol, discussions, unanimous in favour. Motion carried.

- **Administration Bylaw** - Administration tabled potential clerical changes to the existing Bylaw. Copies of the noted revisions were distributed to the councilors. Council will review and bring their comments and recommendations to the next council meeting.
- **Election Policy** - Administration drafted a policy to establish a template for all future elections within Redwood Meadows. Copies were distributed to the councilors. Council to review and bring their comments to the next meeting.
- **Waste Management Bylaw** - The Bylaw Committee tabled the draft of the updated Waste Management Bylaw. Councilors to review and provide comments at the next council meeting.

- **Cheque Run** - Cheque run for operations, EFT transfers (operations and capital expenditures was distributed and reviewed.

Motion: Moved by Councilor Hoskins to approve the Operations cheque run dated October 14, 2025 in the amount of \$10,753.71. Seconded by Councilor Nichol. Discussion. Vote - Unanimous in favor. Motion carried.

Motion: Moved by Councilor Hoskins to approve the EFT (Operations) cheque run dated October 14, 2025 in the amount of \$26,575.88. Seconded by Councilor Nichol. Discussion. Vote - Unanimous in favor. Motion carried.

Motion: Moved by Councilor Carriere to approve the Capital expenditure cheque run dated October 14, 2025 in the amount of \$56,951.58. Seconded by Councilor Hoskins. Discussion. Vote - Unanimous in favor. Motion carried.

12. IN CAMERA – Session required. FOIP

Motion to go into In Camera session at 21:03, moved by Councilor Hoskins.

Motion to come out of In Camera session at 21:07, moved by Councilor Hoskins.

13. ADJOURNMENT

Motion to adjourn. Moved by Councilor Hoskins at 21:08

Minutes recorded by Councilor Carriere - Next Meeting - October 21, 2025 at 19:00 hrs.





Gord Tate - CAO

Curtis Carriere - Secretary

Townsite Manager's Report October 14th, 2025

- **Water Intake** - The water intake work has started with the installation of the Tiger Dams by RMES. LT Earth Services has mobilized their equipment and Townsite operations has positioned both pumps and the light tower to the site. Work in the river starts Wednesday and will last approximately one week.
- **Budget 2026** - Work has begun on both the Operations and capital budgets for 2026. Preliminary drafts should be ready for council's review by the November 4th council meeting.
- **Operations** - All equipment has been serviced and made ready for the winter season - this includes trucks, plows, pickle truck, RMCA snowmobile and Olympia. Rink has had maintenance along with the changerooms. Summer equipment - ride on mowers - will be serviced in the next month in preparation for next summer. The irrigation system will be "blown out" on Wednesday October 15th.
- **Communications Tower** - Administration will be meeting with Lyle Dodginghorse on October 15th to get an update as to the status of the new tower.
- **Dog Incidents** - We had two dog incidents reported last week - Administration will be investigating each incident and will take actions as per the existing Animal Control Bylaw.

COUNCIL ACTION ITEM LIST - October 14, 2025

Action Item	Description	Action By	Target Date
Intergovernmental Committee	Establish a committee, develop an action plan Further contact with the Ministry of Transportation is required	Rowland Nichol 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 Set up a meeting in the fall with all stakeholders - Council, RMES, Rocky View, TTN, Province Further discussion with Chief Rob Evans is recommended to determine the RMES services and any issues Gain further data on personal home insurance savings if rated as a 3A customer	Action By Rowland Nichol Curtis Carriere	October 2025
Liaison Committee	Follow up with Raymond Sinclair regarding the next committee meeting and the status of the Infrastructure decision Future meetings with TTN have been set, Monday Oct 20 and Nov. 13th	Action By Sam Jackson Simon Ross	Ongoing
Tosguna Police Funding	Council to inquire from the Province for funding Tosguna Police for their services provided to Redwood Meadows Meeting with Chief Blake is required to discuss and develop an agreement in regards to the new station - services provided, cost of services.	Rollie Nichol Gord Tate	October 2025 November 2025
Household Fire Insurance	Confirm what constitutes full coverage - proximity to a fire hall, hydrants etc. and how insurance companies view Redwood Meadows	Gord Tate	November 2025