

TOWNSITE OF REDWOOD MEADOWS ADMINISTRATION SOCIETY

REGULAR COUNCIL MEETING MINUTES

MEETING 25-14

September 09, 2025

Councillors in attendance:

Councilor/Treasurer - Dominique Stadel
Councilor Rowland Nichol
Councilor - Joan Evans - Arrived 19:20

Councilor/Mayor - Sam Jackson - Arrived 19:52
Councilor - Curtis Carriere
Councilor/Deputy Mayor - Renita Hoskins

Regrets: Simon Ross

Administration present:

Townsite Manager- Gord Tate

1. Call to Order

The meeting was called to order at 19:15 hrs. by Deputy Mayor Hoskins

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 Renita Hoskins

3. Approval of Agenda

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

4. Approval of Previous Minutes

Meeting Minutes of August 12, 2025. Moved by Councilor Nichol to accept the minutes as presented. Seconded by Councilor Carriere. Unanimous in favour. Motion carried.

6. Review of Action Items

List updated. See Attached

7. Committee Updates

- **Infrastructure** - Meeting with MAGE - see Townsite Manager's report.
- **Finance** - Committee needs new volunteers.

- **Bylaw** - Next committee meeting is scheduled for October 1st. Animal Control Bylaw is still being tweaked, final draft to be forwarded to all councilors for their review. Council will be prepared to go to the first and second reading of the bylaw at the next council meeting.
- **Intergovernmental** - Councilor Nichol to spearhead a meeting with Rocky View councilors following the October 20th Municipal elections.
- **Liaison** - Next meeting pending confirmation from TTN.

8. Administration Updates

See attachment.

9. UNFINISHED BUSINESS

- **Raymond James Investment Accounts** - Administration had forwarded to all councilors the investment incites from 4 different investment firms from Raymond James pertaining to our PVP fund. Council will review the submissions and be prepared to discuss the proposals and provide direction to Jim Coleman from Raymond James on how the council wishes to proceed with the PVP investment at the council meeting of October 7th.
- **Transition to ATB** - Administration advised that the accounts have been set up, cheques ordered and were waiting on the cheque proofs to finalize the order. Once the cheques are in hand then the accounts at RBC will be transferred to ATB.
- **Ministerial response to Transportation Grants** - Council received a response to our letter from the Minister of Transportation Devin Dreesen denying the Townsite of Redwood Meadows eligibility to receive Provincial funding. This has been the same response Redwood Meadows has received for the past 30+ years. The letter did not respond to our specific arguments as to why we should be eligible for funds. The Council will continue to follow up with the Minister.
- **Fall Elections** - Nominations opened Sept. 5th - none received to date. Nominations close Sept. 19th. Election day is October 20th. Administration will promote nominations in the Updater.

10. NEW BUSINESS

- **Town Hall Meeting** - Originally scheduled for September 24th revised to October 8th due to councilor and administration previous commitments. Administration will request for Tosguna Police Chief Blake to speak to the new satellite station, Keith Ebbs to speak about our FRIAA application and about the results from our spruce beetle abatement. RMES - Rob Evans - Update. Introduce the nominees for the council election, new bylaws and infrastructure updates. Town Hall agenda will be reviewed at the Sept. 23rd council meeting.
- **Elected Officials Education Program** - Administration distributed Alberta Munis educational course for elected officials document. The course will be taken by all the council following the October 20th election. The course is an "orientation training", one day, online class.
- **Townsite Policy for "neutral political body"** - Administration stated that we were approached by a group requesting resident contact information to promote a political action. Townsite refused to release any information. Administration requested that for the future that a Policy be drafted defining what the limits of involvement Administration can take. Gord Tate will forward a draft for the next meeting.
- **RMES Update** - Councilor Nichol met with Fire Chief Rob Evans and discussed major capital purchases and what governing body was mandating the purchase cycle. Chief Evans also

forwarded the summary of the calls to date and revenue, copies of which were distributed to all council members. Councilor Nichol again reiterated the importance of having a meeting with our Rocky View counterparts following the October 20th election.

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

Motion: Moved by Councilor Jackson to approve the Operations cheque run dated September 9, 2025 in the amount of \$60,844.77. Seconded by Councilor Nichol. Discussion. Vote - Unanimous in favor. Motion carried.

Motion: Moved by Councilor Stadel to approve the EFT (Operations) cheque run dated September 9, 2025 in the amount of \$33,962.16. Seconded by Councilor Jackson. Discussion. Vote - Unanimous in favor. Motion carried.

Motion: Moved by Councilor Jackson to approve the Capital expenditure cheque run dated September 9, 2025 in the amount of \$4,138.05. Seconded by Councilor Stadel. Discussion. Vote - Unanimous in favor. Motion carried.

12. IN CAMERA – Session required to discuss legal matters.

Motion to go into In Camera session at 20:55, moved by Councilor Jackson, seconded by Councilor Stadel.

Motion to come out of In Camera session at 21:00, moved by Councilor Stadel.

13. ADJOURNMENT

Motion to adjourn. Moved by Councilor Stadel at 20:01

Minutes recorded by Gord Tate - Townsite Manager - Next Meeting - September 23rd, 2025 at 19:00 hrs.


_____ Gord Tate - Chief Administrative Officer


_____ Curtis Carriere - Secretary *RENITA HOSKINS - DEPUTY MAYOR*

Townsite Manager's Report for the September 9, 2025 Council Meeting

- **Sewer Lift Station** - James Electric swapped out pump 2 with the rebuilt pump we had in reserve. With the ground water levels receding the SLS pumps have been able to keep up with the effluent flow. We removed the 6" Silent Pump from the lift station. The discharge area is still flagged off as per Environment Alberta's requirement.
- **FRIAA - FIRE SMART** - Keith Ebbs and Redwood Meadows plan to submit our "Expression of Interest" by September 15th to apply for the first of 5 applications for Firesmarting our community - the grant value is \$200K/per application.
- **Health Canada** - Completed water sampling at the water treatment plant and also inspected both playgrounds - Curtis Park and Lady Bug Park. The deficiency list has been forwarded to Administration for our action. Deficiencies were few and minor.
- **LGFF Grants** - funds have been received for both the capital and operational grants as of September 3rd. RMES has been notified to proceed with their capital purchases for 2025.
- **Water Intake** - Work will begin in September to construct the new road access to the river intake. The upgrades to the intake vault are scheduled for October 14th. Clinton Engineering will be submitting the river access application by September 8th. The administration will be meeting with LT Earth Services this week to review the construction scheduling.
- **Alberta Day Celebration** - The celebration was a success with over 200 people in attendance. We are already planning for next year.
- **MAGE** - Meeting took place August 13th with Councilor Carriere, Mayor Jackson, Gord Tate, MAGE - Sisso El-Hamamsy and Unnati P.

MAGE stated that they were still committed to completing their wireless internet system within Redwood Meadows. MAGE wants to roll out their system starting with Phase I Redwood Meadows south side followed by the north side. This is scheduled for September 2025. MAGE requested that three houses in the neighborhood will need to have a repeater installed in order to maintain the continuity of the signal. MAGE to forward documents and Administration will speak to the 3 individual homeowners. MAGE also requested that Redwood Meadows speak to Fortis about the cost of the Fortis supplied and install light pole disconnects.

Administration has confirmed back to MAGE that three residents are acceptable to having the repeater installed on their premises. No success with contacting Fortis - voice mail left - no responses.

- **Tosguna Satellite Station** - Administration has been in contact with TTN - Sonya Zilavec. The final design is ongoing. A topographical survey of the site has been completed, work is still scheduled for the fall of 2025. We have reached out to Tosguna to ensure we have the open house to keep our Society members informed, a date is yet to be confirmed.

Gord Tate - Townsite Manager