

TOWNSITE OF REDWOOD MEADOWS ADMINISTRATION SOCIETY

REGULAR COUNCIL MEETING MINUTES

MEETING 26-16
September 22, 2026

Councilors in Attendance:

Councilor/Treasurer - Rowland Nichol

Councilor - Bill Ardley

Councilor/Deputy Mayor - Sharon Pegg

Councilor - Mark Johns

Councilor/Secretary - Curtis Carriere

Regrets - Sam Jackson

Administration Present: Gord Tate - CAO

1. Call to Order

ACTION BY

The meeting was called to order at 19:02 by Deputy Mayor Pegg

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 Pegg

3. Agenda Confirmation

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

4. Approval of Previous Minutes

Motion to approve the meeting minutes of September 08, 2026 as presented. Moved by Councilor Ardley, seconded by Councilor Nichol, vote was unanimous in favor, motion carried.

5. RMCA Update

ACTION BY:

Marilyn Englebert provided an update of RMCA initiatives to date and future plans. The RMCA "Gear Swap" was a success and plans are to make it an annual event. The Garden Committee has their "Harvest" dinner planned for October 4th. Christmas choir is scheduled for Dec. 6th. RMCA meeting schedule is Oct. 7th regular meeting, AGM first week of November with the date to be confirmed. RMCA is looking at specific projects including upgrades to the ball diamond, installing radiant heaters at the concession and improvements to the players benches at the rink as well as upgrades to the rink lighting.

6. Review of Action Items

Discussion to include the action responsibilities in the minutes rather than on a dedicated sheet.

7. Committee Updates -

- **Infrastructure** - Councilors Carriere and Johns will submit their notes/comments regarding the MAGE contract to Administration to forward for a legal opinion. Meeting on Sept. 14 with TTN where TTN tabled their plan to upgrade the existing underground water and sanitary lines. The next meeting is scheduled for Sept. 26th.
- **Finance** - Sylogist - Weekly meetings have been changed to Tuesdays. Administration is pushing Sylogist for confirmed dates to achieve specified milestones.
- **Bylaw** - The three updated bylaws **Noise Bylaw, Wildlife Management Bylaw** and **Access to Information and Protection of Privacy Bylaw**. Council discussed the three bylaws, no feedback was received from the public. Council moved forward with the second reading of each bylaw.

Gord Tate

Motion: Moved by Councilor Nichol to proceed with the second reading of Noise Bylaw as presented. Seconded by Councilor Johns. Discussion. The vote was unanimous in favor. Motion passed.

INFO

Motion: Moved by Councilor Nichol to proceed with the second reading of the Access to Information and Protection of Privacy Bylaw as presented. Seconded by Councilor Johns. Discussion. The vote was unanimous in favor. Motion passed.

INFO

Motion: Moved by Councilor Nichol to proceed with the second reading of the Wildlife Management Bylaw as presented. Seconded by Councilor Carriere. Discussion. The vote was unanimous in favor. Motion passed.

INFO

- **Intergovernmental** - Update from the start up meeting with Rocky View County - Intermunicipal Committee. The meeting went very well with discussions focusing on emergency services and FireSmarting. The level of funding from Rocky View to the RMES was discussed at length and Rocky View acknowledged the RMES

ACTION BY:

was underfunded. The contract between Redwood Meadows RMES and Rocky View expires in 2027. The next scheduled meeting will be in early 2027.

TRM

- **Liaison** - The scheduled meeting for Sept. 14 evolved into a "Teams" meeting, the expected topics of the review of the Stewardship Agreement and Taxation were deferred, and the focus was on infrastructure. Next meeting to be confirmed. **TTN**
- **Fund Raising** - Next meeting to be confirmed. Current balance in the account is approximately \$352,000. Injections of deposits resulting from the golf tournament will be made in early October. The next event(s) to be determined. **ADMIN.**

8. ADMINISTRATION UPDATES

See attached report.

9. UNFINISHED BUSINESS

- **Police Station Sublease** - Waiting on final draft from TTN. Discussions focused on equitable rent and cost of policing services. Both sides determined that these hurdles can be finalized without holding up the subleased document. **TTN**
TRM
- **Emergency Response Plan (ERP)** - Councilor Carriere provided an update from discussions with RMES. Councilor Carriere discussed the necessity that all councilors complete the ICS 100 course to fully understand the roles and responsibilities of council in the event of an emergency situation.

Motion: Moved by Councilor Carriere that all sitting councilors complete the ICS 100 and Local Authority Elected Officials courses as part of the AEMA training. Seconded by Councilor Nichol. Discussion. The vote was unanimous in favor. Motion carried. **COUNCIL**
- Plans were discussed to have a dedicated ERP meeting in mid January 2027 with RMES, Council and potentially Tosguna to review ERP requirements
- **TTN Scholarships** - Discussions deferred until next meeting.
- **RMES** - Councilors Johns and Ardley updated council from their initial meeting with RMES Chief Evans about establishing a committee with 2 representatives from the RMES, Council and the public. The committee is beginning work on the terms of reference and the envisioned future of the RMES and funding. **COUNCIL**
RMES
- **Fall Election** - Nominations close October 5th, currently 3 nomination papers have been picked up. Townsite will post a reminder to the the community on the sign board and in the Updater. **INFO**
- **Waste and Recycling Contract** - Administration has two competitive quotations from two service companies. Additional information has been requested from both firms to ensure the quotes are based on the same information. Results of which will be tabled at the next council meeting **ADMIN**

10. NEW BUSINESS

ACTION BY

- **Ministers Response to Council** - Administration received a response from the Minister for Mental Health and Addiction - Rick Wilson. This was in response to the letters sent by council inquiring into the rehabilitation centre where council voiced their concerns regarding the operation, security and traffic. The response was to redirect our concerns to TTN Angela Heavenfire. This had already been done without any response from TTN. Copies of the Minister's letter will be distributed to all councilors.
- **Cheque Run** - Spreadsheets detailing the cheque runs for September 22, 2026 were distributed to all present.
- **Motion: Moved by Councilor Nichol to approve the Operations cheque run dated September 22, 2026 in the amount of \$23,845.73. Seconded by Councilor Ardley . Discussions. The vote was unanimous in favor. Motion carried.**

ADMIN

INFO

Motion: Moved by Councilor Nichol to approve the EFT Operation transfers dated September 22, 2026 in the amount of \$28,815.07 Seconded by Councilor Johns. Discussions. The vote was unanimous in favor. Motion carried.

INFO

Motion: Moved by Councilor Nichol to approve the Capital expenditures dated September 22, 2026 in the amount of \$36,382.50. Seconded by Councilor Ardley. Discussions. The vote was unanimous in favor. Motion carried.

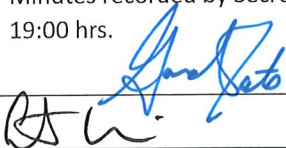
INFO

10. IN CAMERA – No session required.

11. ADJOURNMENT

Motion to adjourn. Moved by Councilor Ardley at 20:49

Minutes recorded by Secretary Carriere and CAO Gord Tate - Next Meeting - October 06, 2026 at 19:00 hrs.



Gord Tate - CAO



Secretary - Curtis Carriere

Townsite Manager's Report September 22, 2026

- **RMES Fire Hall** - Preparation is ongoing in advance of the slab on grade pour with the installation of the underground mechanical and electrical distribution. The slab pour is now scheduled for Sept. 28th. Framing material and roof trusses are being delivered the week of the 21st.
- **Police Station** -Waiting on response from Tsuut'ina legal counsel regarding the conditions set out by council at the last meeting.
- **Emergency Generators** - 2 are completed - the other two WTP and Firehall require additional parts which have been ordered. Parts are pending.
- **Phase 1 Infrastructure** - No additional meetings have been scheduled. MPE Engineering will be conducting a drone survey of curb stops, roads and manholes. Additionally they will be boring approximately 16 test holes and installing piezometers to track ground water levels.
- **Budget 2027** - The budget process for next year has begun. CAO will be working with our new CPA - Rob Russell to complete this year's budget.
- **Waste Removal** - Townsite has received the quotation from Bluplanet. Collective Waste has submitted their quotation. Townsite has requested a multi-tiered service quotation from both companies.

Gord Tate - Townsite Manager