

**AGENDA**  
**TOWN COUNCIL MEETING**

May 1, 2018  
Wild Rose Room 7:00 pm  
Meeting No. 2018-9

Chair: Mayor Sawler

- |  |      |
|--|------|
| 1. CALL TO ORDER                       | 7:00 |
| 2. AGENDA ACCEPTED                     | 7:05 |
| 4. APPROVAL OF PREVIOUS MINUTES        | 7:10 |
| • Apr. 17, 2018 Minutes                |      |
| 5. ACTION ITEMS                        | 7:15 |
| 6. COMMITTEE UPDATES                   | 7:40 |
| • Bylaw                                |      |
| o Subcommittee(s) Update               |      |
| • Infrastructure Committee             |      |
| o Fibre Update                         |      |
| o North Berm                           |      |
| • Personnel                            |      |
| o Reviews Update                       |      |
| o Police Checks Update                 |      |
| o HR Policy Update                     |      |
| o Christmas Holidays                   |      |
| • Lease                                |      |
| o Preliminary Appraisal                |      |
| o EA Update                            |      |
| o Stewardship Agreement Update         |      |
| o Lease Café May 2                     |      |
| • Communications                       |      |
| o Tsuut'ina Scholarships               |      |
| o Website Update                       |      |
| o AGM slide review                     |      |
| • Finance                              |      |
| o Capital Budget Update                |      |
| o Tax Arrears Update                   |      |
| • Emergency Management & Public Safety |      |
| o Open House Update                    |      |
| • Intergovernmental                    |      |
| 7. NEW BUSINESS                        | 9:00 |
| o SGM Lessons Learned (postponed)      |      |
| 8. ADJOURNMENT                         | 9:15 |

**MINUTES of Meeting 2018-09**  
**Of the Directors of the Townsite**  
**Of Redwood Meadows Administration Society**

**HELD AT:** Wild Rose Room

**DATE:** May 1, 2018

**ATTENDED BY:** Scott Ackerman - Deputy Mayor  
George Allen - Councillor  
Paul Sawler - Mayor  
Michael Decore - Councillor

**STAFF:** Colleen Thiessen - Executive Assistant

**Regrets** Julia Kennedy- Francis -Townsite Manager  
Glen Van Camp - Councillor

**ATTACHMENTS** ACTION ITEMS 2018-08 Final  
April 17 2018 Council meeting min Final  
April 18 Townsite Management report

**MINUTES**  
**NO: 2018-09**

---

Mayor Sawler called the meeting to order at 7:05 pm.

**Agenda accepted as amended**

Councillor Decore moved and Councillor Allen seconded to approve Agenda for May 1, 2018 Council meeting.

**Carried Unanimously**

**Minutes accepted as amended**

Councillor Allen moved and Councillor Decore seconded to approve Minutes for April 17, 2018 Council meeting.

**Carried Unanimously**

**Committee updates**

**By-Laws** Nothing to report.

**Infrastructure**

**Internet update**

Councillor Allen and Townsite Manager Kennedy-Francis met with the Nation and Axia. Axia was there to see if they could get permission to access the Right-of-Way. We were clear that the deal was a full stop. Councillor Allen received an email from Steven Bull, Assistant Deputy Minister of Service Alberta. He wants speak talk to us about a new program for fiber access for rural communities.

Three other companies have contacted Councillor Allen regarding fiber access for the community.

- 18.09.69** Councillor Allen to set up a meeting With Steve Bull for a Council meeting in June. We should also invite Mark Kamachi.

### **Infrastructure Asset Management Technology**

Councillor Allen, Townsite Manager Kennedy-Francis and Operations Manager Bond met with an asset management IT consultant to look at an asset management program with GIS capabilities to interface with Google maps. They have all of our data. We need an interface that Operation Manager Bond can manage. Councillor Allen suggested we look at the interface that the Nation is using. Council was generally in favor of using this solution.

- 18.09.70** Councillor Allen will be following up on the references to determine for the program has been helpful to the client/ customer and will ask what the costs are associated with updating the data.

### **Wastewater - Lagoon**

Councillors Decore and Allen brought forward an article related to technology that can separate sewage. Typically will make the lagoon 3 times more Efficient. This could be a solution for what comes out of the EA.

- 18.09.71** Councillor Decore to send out the article.

### **Personnel**

Do we have a posting from last year for the summer student that we could post on Indeed? Executive Assistant Thiessen said that she believes Townsite Manager Kennedy-Francis is working on one.

### **Lease**

#### **Joint Meeting.**

Preliminary Appraisal is almost complete.

Environmental Assessment will cost about \$7000 dollars and will be shared between Tsuut'ina and Redwood. The Phase One site visit should be completed within a week or so.

Stewardship Agreement

Needs new wording to reflect Stewardship concept.

The Nation is reaching out to the banks re the 30 year mortgage limitation issue.

### **Communications**

#### **Scholarships.**

They were picked up today by Donna who is with the Indigenous Awareness Committee (IAC).

We will announce who the winners on Social Media.

Mayor Sawler and Councillor Decore will take the winners to lunch.

#### **Website**

Of the bylaws that were provided to Councillor Decore they have been uploaded to the website. When can Townsite staff start editing the website?

#### **Social Media Update.**

We are setting up a Facebook page called Redwood Forum. People will have to apply to be members and it will be closely monitored.

### **Finance**

#### **Tax Arrears**

We are actively working on collection of overdue taxes and making good progress.

**PVP Fund**

The fund has been well managed making 10% a year in interest.

- 18.09.72** Deputy Mayor Ackerman to ask for the fund mix to be changed to 60% Bonds/Cash Equivalents and 40% Equities to better protect our investment for the lease renewal. Funds are accessible without penalty with reasonable (few days') notice

Council directed Deputy Ackerman to make the fund mix change as proposed

**Emergency Management**

Emergency Management open house May 12.  
Ours coincides with the provincial one.

**Intergovernmental:**

FMC George is a maybe.

By-election

Slide in with AGM.

Post on Mail Boxes.

Do up nomination forms.

AGM

RCMP is he doing a slide and a speech?

Reach out to Rob Evans about him doing 5 slides.

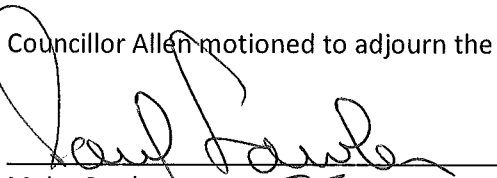
Have forms there for the Updater and Emergency Contact lists.

- 18.09.73** Executive Assistant Thiessen to let Councillor Van Camp know that he has HR and Emergency Management slides to do.

- 18.09.74** Executive Assistant to send out the slide deck to all of Council.

**ADJOURNMENT**

Councillor Allen motioned to adjourn the meeting at 9:40. Deputy Mayor Ackerman Second.



Major Sawler



Deputy Mayor Ackerman