

Foothills County – City of Calgary Annexation Negotiation Committee Meeting

Date & Time: January 30, 2023, 1:30 to 3:00 PM

Location: Foothills County Administration Building, Council Chambers
meeting hosted by Foothills County

SUMMARY NOTES

Meeting Participants

Foothills County	City of Calgary
Reeve Miller - Division 2	Councillor Demong - Ward 14
Councillor Alger - Division 5	Councillor Spencer - Ward 12 (Co-Chair)
Councillor Waldorf - Division 6 (Co-Chair)	
Heather Hemingway, Director of Planning	Karen Holz, Manager, Regional Planning
Julie McLean, Senior Planner	Sara Kassa, Team Lead, Regional Planning
Garity Stanley, Legislative Services	Neil Younger, Senior Strategist
	Natalia Zoldak, Planner 2
	Adis Samardzic, Engage Planner
	Pamela McHugh, Engage Planner
	Chad Wilson, Communications
Regrets: Councillor Penner - Ward 11	

- 1. Call to Order and Introductions.** The meeting was called to order at 1:38 p.m. by Councillor Spencer who chaired the meeting. Councillors for the City of Calgary and Foothills County introduced themselves.
- 2. Additions & Changes to the Agenda.** No changes were made to the agenda.
- 3. Adoption of Agenda.**
Motion: Councillor Waldorf moved to adopt the agenda as presented. CARRIED
- 4. Adoption of the Minutes**
Motion: Councillor Demong moved that the minute notes of December 16, 2022 be adopted, as circulated.
- 5. Business Items**
 - a. Engagement Strategy.** Adis Samardzic and Pam McHugh provided a PowerPoint presentation on the proposed engagement strategy progression reviewing Phase 1, 2, 3 and 4 and the process for sharing information, collecting input, reporting back on what we heard and how the issues will be addressed.

During discussions, Councillor Demong asked if there was a specific timeline for each of the phases and if so, what is the time requirement for each phase.

Natalia Zoldak confirmed that the timeline is generally structured for the first two phases to be completed this year with the next two phases in 2024.

Councillor Alger expressed concerns about how quickly misinformation travels and felt the quicker information can be delivered to the public the better. Councillor Alger is in full support of moving forward but wants to get something concrete out to the public to avoid misinformation.

Councillor Demong inquired as to how soon an open house could be hosted. Adis Samardzic expressed that an open house in March would be too soon due to the amount of information that would need to be prepared and the timing for hiring an engagement consultant. Reeve Miller and Councillor Waldorf expressed concerns about making sure we don't rush the process and take the time to make sure the information is accurate.

Reeve Miller has received concerns regarding what school would students attend should the annexation proceed. She has encouraged them to write a letter to the Committee generating a record of their concern.

- b. Procurement for an Engagement Consultant.** Adis Samardzic requested support from the Committee for the hiring of an external engagement consultant. As of today, 80 percent of the Request For Proposal (RFP) document is ready. Upon release of the RFP, it will take approximately 21-25 days to review the proposals. Administration will select and award the RFP.

Further to the previous concern about misinformation about the project scope, Karen Holz suggested that staff can draft a joint press release for the two co-chairs to release which provides an update from the annexation committee. Key messages would be that the committee met and received an engagement strategy, that a consultant will be procured, and that the start of the engagement is planned for this spring (targeting April or May).

It was clarified that the funds would not be coming from Foothills County's budget as it would be through the development budget held by Calgary.

Motion: Councillor Demong moved that the City of Calgary proceed with procurement for an engagement consultant. CARRIED

- c. Annexation Work Plan with Discussion Topics.** Natalia Zoldak presented and posed questions regarding the lands to be included in the Annexation and the importance of discussions around intended uses and how they can be serviced. To review existing planning approvals, roadways, growth projections, environmental features and existing deferred reserve caveats. The goal is for the committee to be able to define the area and then move to the second column (annexation provisions). As we move through the steps, we will look at the financial impacts, planning issues or changes and anything else that may arise as we move forward. The final column is where the draft annexation agreement is developed and the need for an understanding of the requirements for the proposed effective date. As we move through the phases it will determine the conversations for the next phase.

Motion: Councillor Alger moved to receive Item a. and Item c. for information. CARRIED

Motion: Reeve Miller moved that the Committee direct administration to develop a joint press release and circulate it to the Committee prior to official release to the public. CARRIED

6. Closed Session Items. None.

7. Confirmation of 2023 ANC Meeting Dates. The Committee reviewed the proposed 2023 ANC meeting dates and rotation for the hosting community.

Motion: Councillor Waldorf moved to accept the 2023 ANC meeting dates as presented. CARRIED

8. Next Meeting Date. The next meeting is to be held in the City of Calgary on March 6, 2023 from 1:30 - 3:00 p.m. location to be determined.

9. Adjournment

Motion: Councillor Waldorf moved to adjourn the meeting at 2:30 p.m. CARRIED