


MISCELLANEOUS MUNICIPAL ITEM
FOOTHILLS COUNTY - CITY OF CALGARY ANNEXATION NEGOTIATION COMMITTEE
April 22, 2026

ANNEXATION NEGOTIATION COMMITTEE	
	PROPOSAL: Request for 2 nd and 3 rd readings to establish the Foothills County – City of Calgary Annexation Negotiation Committee (ANC) as a Committee of Council, and adopt the Terms of Reference (TOR) for the ANC.
PREPARED BY: Drew Granson	

BACKGROUND

September 3, 2025: The City of Calgary gave notice to the Minister of Municipal Affairs, the Land and Property Rights Tribunal, Foothills County, and other local authorities, proposing to annex land from The County into The City.

Under Section 117(1) of the Municipal Government Act, the municipal authorities from which the land is to be annexed must, on receipt of a notice of intent to annex, meet with the initiating municipal authority to discuss the proposals included in the notice and negotiate the proposals in good faith.

January 23, 2026: The City of Calgary and Foothills County Intermunicipal Committee reviewed the draft Terms of Reference for the Annexation Negotiation Committee and directed staff to present the draft TOR to the respective Municipal Councils for adoption, establishment of an ANC, and appointment of Committee Members.

March 12, 2026: The City of Calgary Intergovernmental Affairs (IGA) Committee made recommendation to the City of Calgary Council, that the Council:

1. Give three readings to the proposed bylaw to establish the Foothills County-City of Calgary Annexation Negotiation Committee Bylaw.
2. Appoint three Members of Council and one alternate Member of Council to the Foothills County-City of Calgary Annexation Negotiation Committee.
3. Direct Administration to consider the required operating/capital budget requirements as part of the preparation of the 2027-2030 Business Plan and Budget to be discussed in November 2026.

March 25, 2026: The Foothills County Council made the following three motions:

1. That Council accept the Terms of Reference for the City of Calgary and Foothills County Annexation Negotiation Committee.
2. That Bylaw 11/2026, establishing the Annexation Negotiation Committee as a Committee of Council, be given first reading.
3. That Reeve Rob Siewert, Deputy Reeve Suzanne Oel, and Councillor Alan Alger be appointed as members to the City of Calgary and Foothills County Annexation Negotiation Committee, and that Councillor John Callister be appointed as alternate member, and that Deputy Reeve Suzanne Oel act as Co-Chair of the committee.

March 31, 2026: The City of Calgary Council granted three readings to the proposed bylaw establishing the Foothills County-City of Calgary Annexation Negotiation Committee and appointed Councillors Dan McLean , Myke Atkinson, and Mike Jamieson as committee members and Councillor Landon Johnston as alternate member. Councillor Dan McLean was appointed as Co-Chair of the committee

REQUEST

Council is requested to grant 2nd and 3rd readings to Bylaw 11/2026 establishing the City of Calgary and Foothills County Annexation Negotiation Committee as a Committee of Council.

APPENDICES

APPENDIX A: DRAFT BYLAW

APPENDIX B: SCHEDULE A: TERMS OF REFERENCE - CITY OF CALGARY AND FOOTHILLS COUNTY ANNEXATION NEGOTIATION COMMITTEE

APPENDIX A: DRAFT BYLAW

BYLAW 11/2026

**BEING A BYLAW OF FOOTHILLS COUNTY TO ESTABLISH THE
FOOTHILLS COUNTY – CITY OF CALGARY
ANNEXATION NEGOTIATION COMMITTEE AS A COMMITTEE OF COUNCIL**

WHEREAS section 145 of the *Municipal Government Act*, RSA 2000, c M-26, as amended (“*Municipal Government Act*”), provides that Council may pass bylaws to establish Committees of Council and define their functions;

AND WHEREAS the City of Calgary has initiated an annexation of land in Foothills County in accordance with section 116 of the *Municipal Government Act*;

AND WHEREAS section 117 of the *Municipal Government Act* requires the municipal authority from which the land is to be annexed to meet the initiating municipal authority to discuss the proposals included in the annexation notice and negotiate the proposals in good faith;

AND WHEREAS the municipal councils of Foothills County and the City of Calgary want to establish a joint council committee to facilitate such annexation negotiation;

AND WHEREAS Council deems it necessary to establish the Foothills County – City of Calgary Annexation Negotiation Committee;

NOW, THEREFORE, THE COUNCIL OF FOOTHILLS COUNTY ENACTS AS FOLLOWS:

SHORT TITLE AND INTERPRETATION

1. This Bylaw may be cited as the “Foothills County – City of Calgary Annexation Negotiation Committee Bylaw”.
2. Any Schedules attached to this Bylaw form part of this Bylaw.

ESTABLISHMENT

3. The Foothills County – City of Calgary Annexation Negotiation Committee is hereby established as a Council Committee.

MANDATE

4. The mandate of the Foothills County – City of Calgary Annexation Negotiation Committee is set out in the Terms of Reference and included as Schedule “A” attached.

EFFECTIVE DATE

5. This Bylaw shall have effect on the date of the third reading.

FIRST READING: March 25, 2026

Reeve

CAO

SECOND READING:

Reeve

CAO

THIRD READING:

Reeve

CAO

PASSED IN OPEN COUNCIL assembled at the Town of High River in the Province of Alberta
this ____ day of _____, 20 ____.

Terms of Reference

Annexation Negotiation Committee City of Calgary and Foothills County

1. Introduction

On September 3, 2025, The City of Calgary (The City) gave notice to the Minister of Municipal Affairs, the Land and Property Rights Tribunal, Foothills County (The County) and other local authorities, proposing to annex land from The County into The City. This precipitates the need, pursuant to the Municipal Government Act (MGA), for the two municipalities to enter good faith negotiations on annexation.

2. Legislation

The legislative framework for annexation negotiations is provided in Division 6 of the *Municipal Government Act* (The Act) and more specifically Section 117 (1) and (2) of the MGA.

Direct negotiations

117(1) The municipal authorities from which the land is to be annexed must, on receipt of the notice under section 116, meet with the initiating municipal authority to discuss the proposals included in the notice and negotiate the proposals in good faith.

(2) If there are matters on which there is no agreement, the initiating municipal authority and the one or more municipal authorities from which the land is to be annexed must, during the negotiations, attempt to use mediation to resolve those matters.

3. Purpose of the Annexation Negotiation Committee

The Annexation Negotiation Committee is tasked with reviewing the proposed annexation including but not limited to the City's justification, the results of the public consultation, the statutory planning framework in place and other requirements set out by Alberta's Land and Property Rights Tribunal with the goal of negotiating a satisfactory draft Annexation Agreement. If the committee is successful in their negotiations, the draft annexation agreement would be forwarded to the respective Councils for consideration.

4. Negotiation Principles

The following Principles shall guide the annexation negotiation process and communications between Foothills County and The City of Calgary.

The Members of the Annexation Negotiation Committee will:

- **Share** interests, needs, and concerns with each party toward a common understanding to facilitate mutually beneficial solutions to interests, needs and concerns;
- **Understand** each other's growth aspirations by providing full disclosure and factual information;

- **Respect** each other's points of view and have honest interaction and realistic expectations;
- **Respect** which aspects of development planning and growth are of mutual interest and which areas are of single jurisdictional interest;
- **Support** each other in finding mutually beneficial solutions; and
- **Communicate** effectively to avoid misunderstandings.

5. Terms of Engagement

5.1. Committee Composition

The Committee will be comprised of three appointed Members of Council from each municipality supported by staff as deemed appropriate by each municipality. An alternate Councillor will be appointed by both municipalities.

Quorum for the Committee is a minimum of two Committee Members from each municipality.

5.2. Committee Co-Chairs

Each municipality will appoint one of their elected members to act as co-chair of the Committee. The Co-chairs will alternate responsibility for chairing Committee meetings. They will also be the spokespersons for the Committee with respect to inquiries from the media.

5.3. Roles and Responsibilities

Committee Members

The role of appointed Members of both Councils during Committee meetings is to negotiate and debate the substance of the agreement, including the compensation, taxation provisions and other matters as agreed to by the Committee.

In fulfilling this role, they will:

- Make every effort to attend scheduled meetings.
- Engage in respectful and productive discussion.
- Communicate the progress of negotiations back to their respective Councils.
- Consider Public Engagement

Administration

The role of administration from each municipality is to support appointed Committee Members. Staff and subject matter experts may attend and contribute to meetings as deemed appropriate by each municipality. Members of the respective administrations are not considered Committee Members.

5.4. Decision Making

Decisions during the negotiation process are to be made through consensus of appointed Committee Members. Where agreement cannot be reached at the end of discussion on a specific matter, the reasons for disagreement will be documented and future steps identified

that may be utilized to resolve the matter. Future steps may include obtaining additional relevant information, receiving input from respective Councils, facilitated dialogue and/or mediation.

5.5. Meeting Procedures

The intent is to hold a minimum of one meeting every two months. Meetings will be chaired on an alternating basis between the two municipalities.

Meetings will be held in public, but the Committee may close all or part of their meetings to the public if a matter to be discussed is within one of the exceptions to disclosure in Division 2 of the *Access to Information Act (ATIA)*. Interested Councillors from either municipality may attend meetings of the Committee as observers. Remote participation will be available to Committee members, interested Councillors and Administration.

Support staff from both municipalities will jointly prepare and maintain summary notes of the public portion of Committee meetings with sufficient detail to document negotiations and will compile any outcomes of negotiations in the form of a draft negotiated agreement. Meeting agendas will be developed jointly by administration from both municipalities and circulated to all Committee Members at least 3 business days in advance of meetings.

Committee meetings materials and schedule will be posted to the project website. Public may register to receive updates. While public participation is not a component of the meeting, the public will be able to attend the public portion of the meeting. The meetings will not be recorded or streamed.

5.6. Confidentiality

Discussions held during the portions of Committee meetings that are open to the public are considered public and may be communicated to stakeholders or other members of the public by Committee Members or administration. However, discussions during the portions of the meetings that are closed to the public must remain confidential. This does not preclude either municipality from discussing negotiation progress and feedback with their respective Councils or Committees of Council, "in closed session" or with legal counsel and other consultants in confidence.

5.7. Facilitation / Mediation

If there are matters where consensus is not being achieved, the Annexation Negotiation Committee Members may determine that a facilitator and/or mediator is required to support completion of negotiations. In the event that facilitation or mediation is required, administrations may explore the possibility of obtaining an Alberta Community Partnership Grant through Alberta Municipal Affairs to assist with the costs.

5.8. Communications

If the Committee at any time feels that there should be an update provided to the media regarding the progress of negotiations, it should be developed jointly. The contents of such updates will be agreed to by consensus of appointed Committee Members. Staff will prepare and format the final update developed by the Committee for sign-off by the Committee Co-chairs. Other than such updates, Committee Members or administration from either municipality may provide information regarding negotiations undertaken in the public portion of meetings to stakeholders or the public.

6. Scope

The scope of the annexation is limited to those lands identified in the annexation map (Appendix). Any further lands would be considered in a future comprehensive annexation process.

Topics requiring negotiations with respect to lands within proposed annexation area may include but may not be limited to:

- Lands owned by the County.
- Existing Deferred Reserve Caveats
- Existing Planning approvals
- Roadways including road standards and road maintenance within, adjacent to and connected to lands within or adjacent to the proposed annexation territory.
- Assessment and Taxation
- Franchise agreements with utility providers.
- Records
- Financial Compensation
- Planning and Development Transition
- Continuation of Existing Uses
- Active Files
- File Transfer
- Agreed upon issues / issues not agreed upon.

7. Project Influences

Information that may influence the project includes but is not limited to:

- Provincial Annexation Principles
- Foothills County MDP 2010, and The City of Calgary MDP 2020 or as amended.
- Citywide Growth Strategy
- Calgary Triple Bottom Line Policy Framework
- Foothills County and City of Calgary IDP
- Foothills County's Growth Management Strategy
- Saatohtsi Area Structure Plan
- South Saskatchewan Regional Plan
- Sirocco Area Structure Plan (Foothills County)
- Existing Land Use Policies in both municipalities
- Transportation Studies and Plans
- Public consultation and concerns of landowners
- Agricultural capacities of the land
- Infrastructure and utilities
Servicing Capacities

Appendix

The lands proposed for annexation are located within the Calgary Growth Area as defined in the Foothills County – City of Calgary Intermunicipal Development Plan, and specifically encompass portions of sections 4, 8, 9, and 17 in Township 22, Range 1, West of the 5th Meridian (W5M), including areas north of the Sirocco Golf Course and the adjacent 64 Street West road right-of-way, as illustrated in the map below.

