

Foothills Annexation Resourcing Requirements

Items a-g	Work required at Annexation stage	Who undertakes this work?
a. Transportation Network Assessment	<i>Not required at Annexation stage*</i>	n/a
b. Sanitary Servicing Study	<i>Not required at Annexation stage*</i>	n/a
c. Water Services Study	<i>Not required at Annexation stage*</i>	n/a
d. Environmental Constraints Analysis	<i>Not required at Annexation stage*</i>	n/a
e. Environmental Constraints Analysis	A Phase 1 Environmental Site Assessment (ESA) is recommended. Additional work may be necessary upon review of findings of Phase 1 ESA and / or changes to the annexation area as the process proceeds	This highly technical work is done by an external consultant. Final report reviewed by Administration (ESM). <i>Estimate: \$10K</i>
f. Growth Study	<i>Not required at Annexation stage*</i>	n/a
g. Public Consultation with Final Report	Requires a minimum of 3 public engagement sessions; more may be needed depending on issues identified through the annexation process	Administration. Cost will depend on the level of engagement ultimately required. <i>Estimate \$25K for Communications and Engagement</i>
Financial Impact of Annexation Analysis**	Report to examine the financial condition of the two municipalities and assess the financial impacts of the proposed annexations	This is specialized work done by an external consultant. <i>Estimate: \$50K</i>
Project Management, based on Option 1**	Overall management of process, including supporting the annexation negotiating team, preparing the annexation agreement, facilitating public and stakeholder consultation, etc.	Administration

*This work would be undertaken at the Area Structure Plan stage, which would occur once the land has been officially annexed and Council makes the decision to proceed with Planning work.

** This work was not identified in Council's motion, however it needs to be undertaken through the annexation process