

**In the matter of the *Municipal Government Act*, RSA 2000 c. M26**

**And**

**In the matter of a Proposed Annexation by Town of High Level**

## NOTICE OF PROPOSED ANNEXATION

TO: **LAND AND PROPERTY RIGHTS TRIBUNAL**  
1229 – 91 Street SW  
Edmonton, AB  
T6X 1E9

TO: **Mackenzie County**  
PO Box 640  
4511 – 46 Avenue  
Fort Vermilion, AB  
T0H 1N0

TO: **The Minister of Municipal Affairs**  
C/O Alberta Municipal Affairs  
132 Legislature Building  
10800 – 97 Avenue NW  
Edmonton, AB  
T5K 2B6

Town of High Level gives notice of its request for the annexation of lands described later in this Notice of Proposed Annexation. This notice includes the following:

1. Authorization
2. Description of Lands
3. Annexation Justification
4. Proposed Public Consultation
5. Affected Authorities

This notice has been filed by Town of High Level.

Per: \_\_\_\_\_  
Clark McAskile, Chief Administrative Officer  
10511 – 103 Street  
High Level, AB  
T0H 1Z0

## 1. Authorization

On the 3<sup>rd</sup> day of August, 2022, the Town of High Level Council passed a Motion to provide written notice of its proposed annexation pursuant to Section 116 of the Municipal Government Act.

This motion follows the Town of High Level and Mackenzie County entering an Annexation Agreement, which was negotiated as part of the Intermunicipal Collaboration Framework (“ICF”) negotiations between the parties.

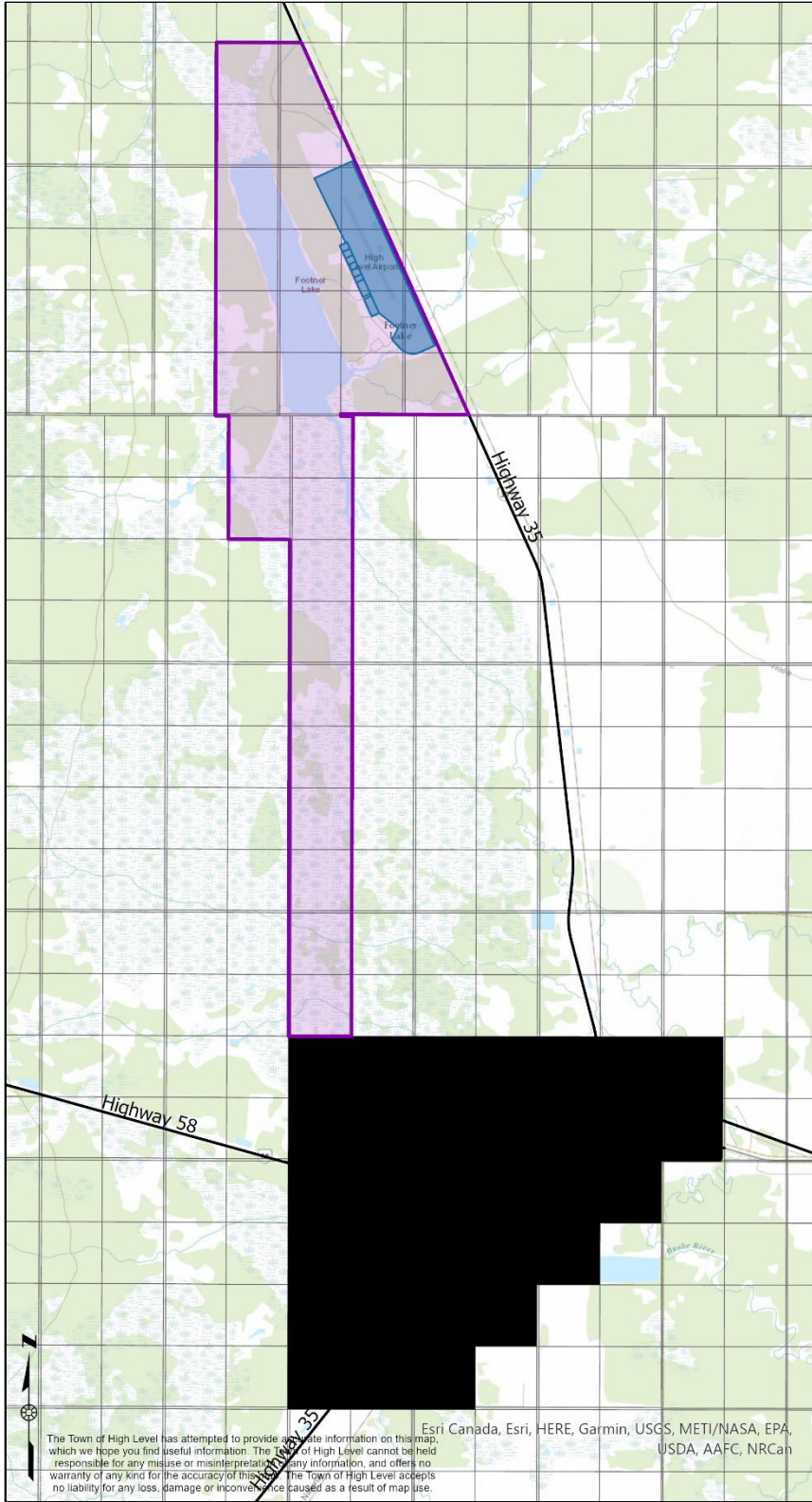
## 2. Description of Lands

	LEGAL LAND DESCRIPTION	LINC NUMBER	REGISTERED LANDOWNER
1	NE-18-111-19-5	594687577	Crown Land
2	SE-18-111-19-5	594687522	Crown Land
3	Western Portion of NW-17-111-19-5	594687455	Crown Land
4	SW-17-111-19-5	594687470	Crown Land
5	Southwest Portion of SE-17-111-19-5	594687412	Crown Land
6	NE-7-111-19-5	594687447 594687408	Crown Land
7	NW-8-111-19-5	594687465	Crown Land
8	SE-7-111-19-5	594687460	Crown Land
9	SW-8-111-19-5	594687454	Crown Land
10	Western Portion of SE-8-111-19-5	594687422	Crown Land
11	NE-6-111-19-5	594687530	Crown Land
12	NW-5-111-19-5	594687439	Crown Land

13	NE-5-111-19-5	594687468	Crown Land
14	SE-6-111-19-5	594687547	Crown Land
15	SW-5-111-19-5	594687421 594687417	Crown Land
16	SE-5-111-19-5	594687428 594687485	Crown Land
17	Southwest Portion of NW-4-111-19-5	594687396	Crown Land
18	Western Portion of SW-4-111-19-5	594687467	Crown Land
19	NE-36-110-20-5	594702310	Crown Land
20	NW-31-110-19-5	594687269	Crown Land
21	SE-36-110-20-5	594702314	Crown Land
22	SW-31-110-19-5	594687273	Crown Land
23	NW-30-110-19-5	594687310	Crown Land
24	SW-30-110-19-5	594687288	Crown Land
25	NW-19-110-19-5	594687324	Crown Land
26	SW-19-110-19-5	594687326	Crown Land
27	NW-18-110-19-5	594687327	Crown Land
28	SW-18-110-19-5	594687289	Crown Land
29	NW-7-110-19-5	594687329	Crown Land

<b>30</b>	SW-7-110-19-5	594687321	Crown Land
<b>31</b>	982 1131; 1	0027 415 604	Town of High Level
<b>32</b>	982 1131; 2	0027 415 612	Town of High Level
<b>33</b>	982 1131; 3	0027 415 620	Town of High Level
<b>34</b>	982 1131; 4	0027 415 638	Town of High Level
<b>35</b>	082 1345; 1; 1	0033 053 760	Town of High Level
<b>36</b>	982 1131; 6	0033 053 753	Town of High Level
<b>37</b>	982 1131; 7	0027 415 661	Town of High Level
<b>38</b>	982 1131; 8	0027 415 679	Town of High Level
<b>39</b>	982 1131; 9	0027 415 687	Town of High Level
<b>40</b>	6018NY; 1; 3	0027 415 588	Her Majesty The Queen in Right of Alberta Of C/O Minister of Transportation
<b>41</b>	6018NY	594687423	Crown Land
<b>42</b>	-	594687407	Crown Land
<b>43</b>	-	594687382	Crown Land
<b>44</b>	-	594687386	Crown Land
<b>45</b>	-	594687387	Crown Land
<b>46</b>	-	594687388	Crown Land

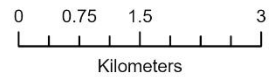
47	-	594687390	Crown Land
48	-	594687378	Crown Land
49	-	594687383	Crown Land
50	-	594687379	Crown Land
51	-	594687392	Crown Land
52	-	594687389	Crown Land
53	-	594687385	Crown Land
54	-	594687384	Crown Land
55	-	594687381	Crown Land



### Annexation Area

#### Legend

- Annexation Area
- Airport Lands
- Town
- Provincial Highway



SCALE: 1:70,000  
 PROJECTION: NAD 1983 UTM  
 ZONE 11N

The Town of High Level has attempted to provide accurate information on this map, which we hope you find useful information. The Town of High Level cannot be held responsible for any misuse or misinterpretation of any information, and offers no warranty of any kind for the accuracy of this map. The town of High Level accepts no liability for any loss, damage or inconvenience caused as a result of map use.

Esri Canada, Esri, HERE, Garmin, USGS, METI/NASA, EPA, USDA, AAFC, NRCan

### **3. Annexation Justification**

Section 116(2)(b) of the Municipal Government Act requires, as part of a written notice of a proposed annexation, that the notice contains reasons for the proposed annexation. What follows is the context and reasons of Town of High Level for seeking annexation of lands within Mackenzie County.

Town of High Level is proposing to annex lands within Mackenzie County to allow the Town to manage the High Level Airport, which is currently located within Mackenzie County. As part of the ICF negotiations, the Town of High Level and Mackenzie County agreed to the annexation of the above lands.

The lands within Mackenzie County that are sought to be annexed are entirely Crown lands. Therefore, any potential impact to privately owned land by this annexation, will largely be mitigated. The land on which the High Level Airport exists is owned by the Town. The consolidation of the affected land into the Town will provide more effective servicing for the airport lands and provide for a better and more efficient processing of development permits, as well as tax collection for the airport lands.

The annexation will provide for the optimization of delivery of soft and hard surfaces to the airport. The following general planning principles will apply to this annexation application:

- Providing for thoughtful and integrated planning of Town assets; and
- Ensuring the planning and development of the lands will reflect the intent, goals and objectives of the Town of High Level.

### **4. Proposed Public Consultation**

#### **Introduction**

The purpose of the public consultation is to ensure there are opportunities for the public, landowners, and affected stakeholders to be made aware of the annexation application and have an opportunity to provide input before the matter is considered by the Land and Property Rights Tribunal.

Public consultation also offers the Town of High Level an opportunity to develop an understanding of concerns raised and to establish applicable mitigation measures, if required.

The following provides an overview of the proposed public engagement strategies and the report on the public consultation process, findings, and proposed mitigation measures will be provided as required.

#### **Process**

The consultation process will be open and transparent. It will ensure interested parties are provided information regarding the various opportunities to provide feedback and to ensure adequate and informative details are provided regarding the annexation process. Reasonable measures will be taken to ensure those with an interest in the annexation will have access to



relevant information and have their views and opinions heard. Town of High Level is aware of the need to communicate with and receive input from the following:

- a) Landowners located within the area proposed for annexation. Since the lands are all Crown lands, the Town can contact the relevant Department directly for input;
- b) Local Authorities impacted by the annexation; and
- c) Residents of High Level and Mackenzie County.

### Consultation Elements

Various consultation methods will be used to engage affected landowners and the public including the following:

- a) Information Letter

Town of High Level will send an information letter to the affected landowner (as provided for on the Certificates of Title), Local Authorities and stakeholders. This information letter will provide information, details of the annexation proposal, process, contact information, and outline the next steps.

- b) Meetings with Landowners and Local Authorities

Town of High Level will meet directly with the Province, if requested, either by telephone or via an electronic platform. The Town will also meet with Local Authorities, if requested.

- c) Public Open Houses

Town of High Level will host an open house for the public to provide input and highlight any issues or concerns. The open house may be held using electronic platforms, or may be in person, or a combination of both.

Town of High Level will advertise the public open house on their website and social media platforms and advise the Province (landowner). The Town will place an advertisement in The Echo Pioneer newspaper for the public open house.

- d) Website

Town of High Level will post notice of the open house, and other updates to their website and social media platforms. The application details will be located on the Town's website. There will also be an opportunity to provide comments regarding the proposed annexation, and staff contact information will be provided on the Town's website.

- e) Written Input

In addition to verbal input at open houses and meetings, interested parties will have an opportunity to provide written feedback and comments through paper form, email or online.

- f) Media

Town of High Level proposes to issue periodic news releases regarding the annexation process to local media and regional outlets.

## 5. **Affected Authorities**

This notice is being sent to the following Affected Authorities:

- a) Alberta Agriculture & Forestry
- b) Alberta Environment & Parks
- c) Alberta Infrastructure
- d) Alberta Transportation
- e) Apex Utilities
- f) ATCO Electric
- g) Dene Tha' First Nation
- h) Fort Vermilion School Division
- i) Mackenzie County
- j) Northern Lights Gas Co-op Ltd.
- k) Telus Communications Inc.

The following is the list of Authorities who may be affected and will be notified of the proposed annexation, in keeping with the spirit and intent of the Municipal Government Act:

- a) Alberta Health Services
- b) Beaver First Nation
- c) Canada Post
- d) Paddle Prairie Metis Settlement
- e) Town of Rainbow Lake