

**REGULAR MEETING AGENDA
SUMMER VILLAGE OF SUNBREAKER COVE
APRIL 19, 2021 @ 9:00 A.M.**

A. CALL TO ORDER

B. AGENDA - additions/deletions
 - adoption

C. ADOPTION OF MINUTES - Regular Meeting Minutes, March 29, 2021
 - Municipal Planning Commission, April 12, 2021
 - Special Meeting Minutes, April 6, 2021

D. DELEGATION

- 1) Municipal Wastewater Line

E. INFORMATION ITEMS

- 1) Accounts Payable Report
- 2) Development Update

F. REQUESTS FOR DECISION

1) Finance & Administration

- a) 2021 Mill Rate Bylaw

G. COUNCIL, COMMITTEES AND CORRESPONDENCE

1) Council Reports

- a) Teresa Beets
- b) Jim Willmon
- c) Keith Kimball

2) Committee Reports

- a) Ann Zacharias, Summer Village of Birchcliff
 - Parkland Regional Library Board

3) Upcoming Meetings

- a) Council Meeting – May 17, 2021

H. ADJOURNMENT

Summer Village of Sunbreaker Cove
Regular Meeting Minutes
March 29, 2021

C-1

Minutes of a Regular Council Meeting of the Summer Village of Sunbreaker Cove, Province of Alberta, held March 29, 2021 in the Summer Village Administration Office at Sylvan Lake, Alberta.

IN ATTENDANCE	Mayor:	Teresa Beets via Zoom
	Deputy Mayor:	Jim Willmon via Zoom
	Councillor:	Keith Kimball
	CAO:	Tanner Evans via Zoom
	Public Works Coordinator:	Chris Loov via Zoom
	Development Officer:	Kara Kashuba via Zoom
	Finance Officer:	Tina Leer via Zoom
	Recording Secretary:	Carolyn Widmer viz Zoom
	Delegates:	Phil Dirks via Zoom
	Gallery:	Andrea Hunt via Zoom
		Jill Sarlius via Zoom
		Carrie Anne Lunn via Zoom

CALL TO ORDER The Meeting was called to order at 9:00 a.m. by Mayor Beets.

AGENDA APPROVAL

SBC-21-039 MOVED by Councillor Kimball that the agenda be adopted as amended:

Move:

G.3.A. Road Overlay Plan before G.1.A Capital Budget

Additions:

G.2.D Piers & Hoists
G.2.E. Annual Information Meeting
G.2.F. Newsletter

CARRIED

CONFIRMATION OF MINUTES

SBC-21-040 MOVED by Deputy Mayor Willmon that the minutes of the Regular Meeting of Council held on February 24, 2021, be approved as presented.

CARRIED

SBC-21-041 MOVED by Councillor Kimball that the minutes of the Municipal Planning Commission meeting held on March 15, 2021, be approved as presented.

CARRIED

DELEGATION

Metrix Group
Phil Dirks from the Metrix Group joined Council to present the 2020 audited financial statements.

Phil Dirks left the meeting at 9:40 a.m.

SBC-21-042 MOVED by Deputy Mayor Willmon that Council move \$6,709 from infrastructure reserve to road reserve.
CARRIED

SBC-21-043 MOVED by Mayor Beets that Council accept the 2020 audited financial statements as amended and authorize the Mayor to sign the financial return.
CARRIED

INFORMATION ITEMS

- 1) Accounts Payable Report
- 2) Development Update

SBC-21-044 MOVED by Deputy Mayor Willmon that the information items be received as information.
CARRIED

Tina Leer left the meeting at 9:51 a.m.

PUBLIC WORKS

SBC-21-045 Road Overlay Plan
MOVED by Mayor Beets that Council accept as information.
CARRIED

Councillor Kimball recused himself due to personal reasons at 9:55 a.m.

Craig Suchy from WSP Engineering joined the meeting at 9:58 a.m.

WSP Engineering
Craig Suchy from WSP Engineering was in attendance to discuss drainage work to be done near Larch Road.

SBC-21-046 MOVED by Deputy Mayor Willmon that Council accept as information.
CARRIED

Councillor Kimball rejoined the meeting at 10:30 a.m.

UTV Request
Andrea Hunt, a resident of Lacombe County, joined Council to request permission to drive their UTV from Range Road 22 to their boat dock in the Summer Village.

SBC-21-047 MOVED by Mayor Beets that Council deny the request for UTV use in the Summer Village of Sunbreaker Cove as it is in contravention with the Traffic Bylaw #153-20 and Council is not prepared to remove bollards which might let others think it is okay to drive and park on the reserves/environmental open spaces.
CARRIED

Council break at 10:51 a.m.

Council reconvened at 11:00 a.m. with the same people as at the beginning of the meeting with the same people as at the beginning of the meeting with the exception of Phil Dirks and the addition of Brad Vander Heyden and Michael Wuetherick.

Municipal Wastewater Line

Michael Wuetherick the Wastewater Technical Advisor, Rhonda King Consultant, and Brad Vander Heyden from Stantec, joined Council to discuss next steps moving forward with the Municipal Wastewater Line.

CLOSED SESSION

SBC-21-048 MOVED by Mayor Beets that Council move to a closed session to seek advice from officials as per FOIP Section 24, at 11:01 a.m.
CARRIED

SBC-21-049 MOVED by Deputy Mayor Willmon that Council return to an open meeting at 12:20 p.m. with the same people as at the beginning of the meeting except for Phil Dirks.
CARRIED

SBC-21-050 MOVED by Mayor Beets that Administration send Lacombe County the Joint Initiative Agreement as discussed for consideration and approval.
CARRIED

Council break at 12:22 p.m.

Council reconvened at 12:50 p.m. with the same people as at the beginning of the meeting with the same people as at the beginning of the meeting with the exception of Phil Dirks.

REQUEST FOR DECISION

FINANCE & ADMINISTRATION

SBC-21-051 Capital Budget
MOVED by Deputy Mayor Willmon that Council approve the 2021 Capital budget as discussed with no additional taxation over and above what is anticipated to come from the operation budget.
CARRIED

SBC-21-052 MOVED by Councillor Kimball that Administration amend the Operating Budget as discussed.
CARRIED

Tina Leer left the meeting at 1:59 p.m.

COUNCIL & LEGISLATION

Summer Village of Sunbreaker Cove
Regular Meeting Minutes
March 29, 2021

C-1

- Bylaw #158-21**
SBC-21-053 Designated Officer Bylaw
MOVED by Deputy Mayor Willmon that Council give 1st reading to the Designated Officer Bylaw #158-21.
CARRIED
- SBC-21-054** MOVED by Councillor Kimball that Council give 2nd reading to the Designated Officer Bylaw #158-21.
CARRIED
- SBC-21-055** MOVED by Mayor Beets that Council give 3rd reading to the Designated Officer Bylaw #158-21 at this meeting.
CARRIED
- SBC-21-056** MOVED by Deputy Mayor Willmon that Council give 3rd and final reading to the Designated Officer Bylaw #158-21.
CARRIED
- SBC-21-057** Half Moon Bay Request
MOVED by Mayor Beets that Council allow the Summer Village of Half Moon Bay use of the wastewater information posted on the Sunbreaker Cove website.
CARRIED
- SBC-21-058** Community Hall Request
MOVED by Deputy Mayor Willmon that Council accept as information.
CARRIED
- SBC-21-059** Piers & Hoists
MOVED by Deputy Mayor Willmon that Administration rework the piers and hoists presentation for Alberta Environment and Parks and send it to them with a request to meet and discuss.
CARRIED
- SBC-21-060** Newsletter
MOVED by Deputy Mayor Willmon that Council accept as information.
CARRIED
- SBC-21-061** Annual Information Meeting
MOVED by Deputy Mayor Willmon that Council does not proceed with an Annual Information Meeting in 2021 due to Covid 19 and encourage resident questions and comments through the newsletter.
CARRIED

COUNCIL REPORTS

Mayor Beets

- Sylvan Lake Regional Water/Wastewater Commission
- Sylvan Lake Management Committee

Deputy Mayor Willmon

- No reports

Councillor Kimball

- No reports

Committee Reports

Julie Maplethorpe, Summer Village of Jarvis Bay

- Town of Sylvan Lake Library Board

Ted Hiscock, Summer Village of Half Moon Bay

- Family and Community Support Services

Ann Zacharias, Summer Village of Birchcliff

- Parkland Regional Library Board

SBC-21-062 MOVED by Deputy Mayor Willmon to accept the Council reports, Committee reports and information items as information.
CARRIED

NEXT MEETING

SBC-21-063 MOVED by Mayor Beets that the next meeting of Council be held on April 19, 2021 at 9:00 a.m.
CARRIED

ADJOURNMENT

SBC-21-064 MOVED by Mayor Beets that being the agenda matters have been concluded, the meeting adjourned at 3:26 p.m.
CARRIED

MAYOR BEETS, MAYOR

TANNER EVANS, CAO

Minutes of a Municipal Planning Commission Meeting of the Summer Village of Sunbreaker Cove, Province of Alberta, held April 12, 2021, at the Summer Village Administration Office in Sylvan Lake, Alberta.

PRESENT:
Chair: Keith Kimball via Zoom
Member-at-Large: Debbie Ricalton via Zoom
Member-at-Large: Harald Mueller via Zoom
CAO: Tanner Evans via Zoom
Development Officer: Kara Kashuba via Zoom
Recording Secretary: Teri Musseau
Applicant(s): Robert Christen via Zoom
Colette Gilbert via Zoom
Gallery: Andrea Hunt via Zoom

CALL TO ORDER: Chair Kimball called the meeting to order at 9:04 a.m.

AGENDA:

MPC-21-004 Moved by Debbie Ricalton to approve the agenda as presented.
CARRIED

DEVELOPMENT APPLICATIONS

1. 1126 Breakers Way – Tourist Home

Application for a Tourist Home at 1126 Breakers Way (Lot 6 Block 6 Plan 4146RS)

2. 805 Sunhaven Way – Detached Garage with Guest House

Application for a Tourist Home at 1309 Breakers Way (Lot 10 Block 7 Plan 1823MC)

Kara Kashuba, Robert Christen, Colette Gilbert, and Andrea Hunt left the meeting at 9:12 a.m.

DECISIONS

MPC-21-005 Moved by Keith Kimball to approve the application for a tourist home at 1126 Breakers Way subject to the following conditions being met to the satisfaction of the Development Officer:

- The development permit is only valid for 1 year from the date of issuance. A new development approval will be required at the time should the applicant wish to continue with the tourist home use.
- Tourist homes shall be contained within the principle building and therefore garage suites shall not be used.
- Notwithstanding part three, section 2(3) of the Land Use Bylaw, no recreation vehicle shall be used as accommodation for tourist home guests.

Initials

- The maximum number of people staying overnight in a tourist home shall be 8.
- The owner/operator of the tourist home is responsible for informing the Summer Village Office of any changes in the alternate owner/operator's information.
- The minimum length of stay shall be no less than 7 days in the peak season between May 1 until September 30. Otherwise, it shall be no less than 3 days.
- The tourist home shall always abide by the community standards bylaw regardless of who is occupying the home.
- Tourist homes shall not display any sign advertising the tourist home.
- Parking must be in place on the property or the road allowance in front of the property, of a minimum of one stall.

CARRIED

MPC-21-006

Moved by Debbie Ricalton to deny the application for a detached garage with guest house at 825 Sunhaven Way subject to the following reasons:

- Proposed development is in contravention of the setbacks as defined in the Land Use Bylaw
- The proposed 50% reduction of the front yard setback in combination with the proposed building height is considered to be excessive and may cause sightline issues along Sunhaven Way.

CARRIED

ADJOURNMENT:

MPC-21-007

Moved by Chair Kimball that the Municipal Planning Commission meeting be adjourned at 9:39 a.m.

CARRIED

KEITH KIMBALL, CHAIR

TANNER EVANS, CAO

Initials



Summer Village of Sunbreaker Cove
Special Meeting Minutes
April 6, 2021

C-3

Minutes of a Special Council Meeting of the Summer Village of Sunbreaker Cove, Province of Alberta, held April 6, 2021 in the Summer Village Administration Office at Sylvan Lake, Alberta.

IN ATTENDANCE Mayor: Teresa Beets via Zoom
Deputy Mayor: Jim Willmon via Zoom
Councillor: Keith Kimball via Zoom
CAO: Tanner Evans via Zoom
Wastewater Committee: Michael Wuetherick via Zoom

CALL TO ORDER The Meeting was called to order at 4:00 p.m. by Mayor Beets.

AGENDA APPROVAL

SBC-21-065 MOVED by Deputy Mayor Willmon that the agenda be adopted as amended:

C.3. Project Management Discussion
CARRIED

REQUEST FOR DECISION

COUNCIL & LEGISLATION

SBC-21-066 Wastewater Construction Tender
MOVED by Deputy Mayor Willmon that Council award the wastewater construction tender to Pidherney’s with the main line being shared with Lacombe County.
CARRIED

SBC-21-067 Municipal Wastewater Collection Bylaw
MOVED by Deputy Mayor Willmon that Administration bring amendments to the Wastewater Collection Bylaw to the April 19th Regular Council meeting.
CARRIED

SBC-21-068 Project Management Discussion
MOVED by Deputy Mayor Willmon that Council accept as information.
CARRIED

ADJOURNMENT

SBC-21-069 MOVED by Mayor Beets that being the agenda matters have been concluded, the meeting adjourned at 6:31 p.m.
CARRIED

MAYOR BEETS, MAYOR

TANNER EVANS, CAO

Summer Village of Sunbreaker Cove

April 19, 2021

Delegation

Request for Decision

Agenda Item: *Municipal Wastewater Line*

Background:

Delegates will be in attendance to discuss the next steps in moving forward with the Municipal Wastewater Line.

Options for Consideration:

- 1) Council accept as information.

Administrative Recommendations:

Council accept as information.

Authorities:

n/a

Summer Village of Sunbreaker Cove**Administration and Finance****Council Date: April 19, 2021****Information Item****Agenda Item:** *Accounts Payable Update***Background:**

Total payables processed and presented to Council \$ 14,922.29

The following list identifies any payments over \$3,000:

- | | | |
|--|----|----------|
| 1. Stantec Consulting Ltd | \$ | 6,673.96 |
| a. Project-Wastewater Collection | | |
| 2. Summer Village of Norglenwold | \$ | 4,780.06 |
| a. Election, Mastercard and Audit Expenses | | |

Administrative Recommendations:

Council to accept as information.

Authorities:

MGA 207 (c): The chief administrative officer advised and informs the council on the operations and affairs of the municipality.

Report Date
2021-04-07 8:48 AM

Summer Village of Sunbreaker Cove

List of Accounts for Approval

As of 2021-03-31

Batch: 2021-00030

Page 1

Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
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Bank Code: MAIN - General Bank

Computer Cheques:

717 3002	2021-03-31	Sherry Gajardo 461-000-520 - Deposits Roads Re	Completions Deposit Refund Completions Deposit Refun	1,000.00	1,000.00
718 MAR152021-MPC	2021-03-31	Harald Mueller 261-000-220 - MPC Costs	March 15 MPC Meeting March 15 MPC Meeting	100.00	100.00
719 2372894	2021-03-31	Taxervice 212-400-910 - Tax Changes 312-000-260 - GST Paid Refundal	Professional Service Professional Service GST Tax Code	15.00 0.75	15.75
720 0989661	2021-03-31	WSP Canada Inc. 297-191-841 - Project - Drainage 312-000-260 - GST Paid Refundal	Drainage Project Drainage Project GST Tax Code	2,100.00 105.00	2,205.00

EFT:

185 1587718	2021-04-06	Stantec Consulting Ltd 297-191-840 - Project - Wastewater 312-000-260 - GST Paid Refundal	Project-Wastewater Collection Project-Wastewater Collec GST Tax Code	6,356.15 317.81	6,673.96
186 2021-00059	2021-04-06	Summer Villages of Norglenwol 212-400-220 - Council Mtg Expen: Teri's Election Time 212-400-220 - Council Mtg Expen: Carolyn's Election Time	Election Costs Teri's Election Time Carolyn's Election Time	63.06 84.46	147.52
2021-00064		261-000-110 - Development Servi 272-000-510 - Parks & Playgrounc 261-000-110 - Development Servi 261-000-110 - Development Servi 212-400-231 - Audit Fees	MC-AB Land Titles MC-Uline Trash Liners MC-Canada Post-Reg Letter MC-AB Land Titles Metrix-Final Audit for 20	10.00 155.39 10.82 10.00 4,593.85	4,780.06

Payment Total: 4,927.58

Total for MAIN: 14,922.29

Certified Correct This March 31, 2021

Mayor

Administrator

Summer Village of Sunbreaker Cove

April 19, 2021

Planning and Development

Information Item

Agenda Item: *Development Update*

Background:

Development Permit Update:

Currently there are 64 development permits issued in the Summer Villages (26 in Birchcliff, 1 in Half Moon Bay, 8 in Jarvis Bay, 18 in Norglenwold, and 11 in Sunbreaker Cove).

The following is the listing for Sunbreaker Cove:

- | | |
|----------------------|----------------------------------|
| 1. 809 Sunhaven Way | Shed |
| 2. 1206 Marine Drive | Demolition |
| 3. 717 Sunhaven Way | Addition |
| 4. 1105 Larch Road | Dwelling |
| 5. 669 Fox Crescent | Dwelling & Detached Garage |
| 6. 1211 Pine Road | Garage with Guest House |
| 7. 705 Elk Street | Relocation of Dwelling |
| 8. 917 Deer Street | Addition |
| 9. 1319 Birch Road | Shed |
| 10. 1119 Poplar Road | Dwelling Addition (NEW) |

Active development permits for the operation of a Tourist Home:

11. 1309 Breakers Way

Administrative Recommendations:

Council to accept as information.

Authorities:

Land Use Bylaw #99/13.

Summer Village of Sunbreaker Cove

Finance

Request for Decision

Agenda Item: *Mill Rate Bylaw #159-21*

Background:

Administration would like to provide the 2021 Mill Rate Bylaw #159-21 for approval.

Options for Consideration:

- 1) Council review Bylaw #159-21

Administrative Recommendations:

- 1) That Council give 1st reading to By-Law #159-21
- 2) That Council give 2nd reading to By-Law #159-21
- 3) Upon unanimous consent by Council to give 3rd reading at this meeting
- 4) That Council give 3rd reading to By-Law #159-21

Authorities:

Section 353(1) of the Municipal Government Act, R.S.A. 2000, c M-26, provides that each Council must pass a property tax bylaw annually.

Section 353(2) The property tax bylaw authorizes the Council to impose a tax in respect of property in the municipality to raise revenue to be used toward the payment of

- (a) the expenditures and transfers set out in the budget of the municipality, and
- (b) the requisitions

SUMMER VILLAGE OF SUNBREAKER COVE
2021 PROPERTY TAX BYLAW
NO. #159-21

A BYLAW TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST ASSESSABLE PROPERTY WITHIN THE VILLAGE OF SUNBREAKER COVE FOR THE 2021 TAXATION YEAR.

WHEREAS, the Summer Village of Sunbreaker Cove has prepared and adopted detailed estimates of municipal revenue, expenses and expenditures as required, at the council meeting held on April 19, 2021.

WHEREAS, the estimated municipal revenues and transfer from all sources other than taxation is estimated at \$3,246,727.92 and the balance of \$329,249.17 is to be raised by general municipal taxation; and

WHEREAS, the estimated municipal expenses (excluding non-cash items) set out in the annual budget for the Summer Village of Sunbreaker Cove for 2021 total \$3,575,977.09; and

THEREFORE, the total amount to be raised by general municipal taxation is \$329,249.17 and

WHEREAS, the Provincial requisitions are estimated to be:

Alberta School Foundation Fund		
- Residential & Farm Land	\$	340,782.21
- Non-residential	\$	551.63
Designated Industrial Property	\$	11.51
Total Requisitions Collected	\$	341,345.35

WHEREAS, the council is authorized to sub-classify assessed property, and to establish different rates of taxation in respect to each sub-class of property, subject to the *Municipal Government Act*, Chapter M-26, Revised Statutes of Alberta, 2000; and

WHEREAS, the assessed value of all property in the Summer Village of Sunbreaker Cove as shown on the assessment roll is:

Residential & Farm Land	\$	133,691,170
Non-Residential	\$	
Machinery and Equipment	\$	150,250
Taxable Assessment	\$	133,841,420
Exempt	\$	15,577,260
Total 2021 Assessment	\$	149,418,680

NOW THEREFORE under the authority of the *Municipal Government Act*, the Council of the Summer Village of Sunbreaker Cove, in the Province of Alberta, enacts as follows:

1. That the Chief Administrative Officer is hereby authorized to levy the following rates of taxation on the assessed value of all property as shown on the assessment roll of the Summer Village of Sunbreaker Cove:

	Tax Levy		Assessment	Tax Rate
General Municipal				
Residential	\$	328,880.07	\$ 133,691,170	2.4600
Non-Residential	\$	369.10	\$ 150,250	2.4600
Totals:	\$	329,249.17	\$ 133,841,420	
Alberta School Foundation Fund				
Residential & Farm Land	\$	340,782.21	\$ 133,691,170	2.5490
Non-Residential	\$	551.63	\$ 150,250	3.6714
Totals:	\$	341,333.84	\$ 133,841,420	
Designated Industrial Property	\$	11.51	\$ 150,250	0.0766

2. That this bylaw shall take effect on the date of the third and final reading.

READ a first time on this 19th day of April 2021.

READ a second time on this 19th day of April 2021.

Given UNANIMOUS consent to go to third reading on this 19th day of April 2021.

READ a third and final time on this 19th day of April 2021.

Teresa Beets, Mayor

Tanner Evans, C.A.O.

Summer Village of Sunbreaker Cove

April 19, 2021

Council Reports

Information Item

Council Reports:

Teresa Beets
Jim Willmon
Keith Kimball

Committee Reports:

Ann Zacharias, Summer Village of Birchcliff

- Parkland Regional Library Board

Information Items:

Upcoming Meetings:

Next Council Meeting – May 17, 2021

Alberta Treasury Board & Finance Census Subdivision (Municipal) Population Estimates - 2016 to 2020

Census Division	Census Subdivision	Area Name	Type	2016	2017	2018	2019	2020	
1	4808	4808034	Alix	VL	751	758	766	773	779
2	4807	4807032	Alliance ¹⁵	VL	155	158	157	156	155
3	4807	4807008	Amisk	VL	209	207	206	204	202
4	4810	4810002	Bashaw	T	844	842	842	840	838
5	4810	4810009	Bawlf	VL	436	438	407	414	413
6	4808	4808026	Bentley	T	1,108	1,103	1,101	1,042	1,112
7	4807	4807021	Big Valley	VL	350	340	360	371	368
8	4808	4808023	Birchcliff	SV	119	120	121	122	123
9	4810	4810012	Bittern Lake	VL	226	225	225	224	223
10	4808	4808029	Blackfalds	T	9,928	10,586	11,145	11,493	11,974
11	4808	4808006	Bowden	T	1,273	1,219	1,227	1,210	1,214
12	4810	4810011	Camrose	CY	19,223	19,225	19,238	19,306	19,333
13	4810	4810001	Camrose County ⁴⁵	MD	8,660	8,604	8,574	8,618	8,821
14	4809	4809010	Caroline	VL	523	521	519	514	513
15	4806	4806029	Carstairs	T	4,208	4,282	4,564	4,690	4,735
16	4807	4807014	Castor	T	944	935	930	922	915
17	4809	4809002	Clearwater County	MD	12,217	12,176	12,126	12,004	11,975
18	4808	4808032	Clive	VL	735	746	799	748	779
19	4807	4807012	Coronation	T	950	985	973	968	1,007
20	4806	4806031	Cremona	VL	456	462	469	479	489
21	4807	4807004	Czar	VL	207	205	204	202	201
22	4807	4807039	Daysland	T	835	844	835	838	833
23	4808	4808004	Delburne	VL	914	893	869	826	833
24	4806	4806032	Didsbury	T	5,390	5,344	5,361	5,301	5,337
25	4807	4807029	Donalda	VL	222	220	219	217	215
26	4808	4808024	Eckville	T	1,154	1,164	1,176	1,187	1,197
27	4810	4810006	Edberg	VL	154	154	154	154	154
28	4808	4808002	Elnora	VL	301	320	334	356	392
29	4807	4807031	Flagstaff County ¹⁴⁵	MD	3,810	3,852	3,810	3,779	3,736
30	4807	4807036	Forestburg ⁴⁵	VL	892	883	878	871	870

31	4808	4808028	Gull Lake	SV	179	181	183	185	187
32	4808	4808025	Half Moon Bay	SV	42	42	42	42	42
33	4807	4807048	Hardisty	T	564	559	556	551	547
34	4810	4810014	Hay Lakes	VL	509	517	532	557	557
35	4807	4807038	Heisler	VL	163	161	160	159	158
36	4807	4807006	Hughenden	VL	249	247	246	244	242
37	4808	4808008	Innisfail	T	8,013	7,938	7,799	7,920	7,957
38	4808	4808005	Jarvis Bay	SV	217	219	221	223	225
39	4807	4807042	Killam	T	1,011	1,001	996	988	981
40	4808	4808031	Lacombe	CY	13,365	13,540	13,800	13,910	14,109
41	4808	4808022	Lacombe County	MD	10,485	10,327	10,405	10,515	10,190
42	4807	4807046	Lougheed	VL	260	259	258	256	254
43	4806	4806028	Mountain View County	MD	13,380	13,404	13,139	13,353	13,345
44	4808	4808013	Norglenwold	SV	281	305	310	305	303
45	4806	4806034	Olds	T	9,422	9,410	9,480	9,624	9,753
46	4807	4807011	Paintearth County No. 18	MD	2,158	2,093	2,092	2,031	2,006
47	4808	4808042	Parkland Beach	SV	155	156	158	159	160
48	4808	4808009	Penhold	T	3,404	3,768	3,877	3,961	4,037
50	4808	4808038	Ponoka County	MD	10,052	10,247	10,230	10,096	10,132
51	4807	4807002	Provost	T	2,046	2,026	2,015	1,999	1,984
52	4807	4807001	Provost No. 52	MD	2,250	2,242	2,136	2,149	2,184
53	4808	4808001	Red Deer County	MD	20,019	19,107	19,124	19,169	18,863
54	4808	4808044	Rimbey	T	2,622	2,646	2,673	2,698	2,720
55	4807	4807028	Rochon Sands	SV	87	86	86	85	84
56	4810	4810003	Rosalind	VL	191	191	191	191	191
57	4809	4809015	Rocky Mountain House	T	6,792	6,736	6,691	6,718	6,699
58	4807	4807044	Sedgewick	T	831	789	803	808	780
59	4808	4808027	Sunbreaker Cove	SV	82	83	84	85	86
59	4808	4808039	Ponoka	T	7,403	7,372	7,467	7,437	7,525
60	4807	4807026	Stettler	T	6,102	6,019	5,911	5,950	5,851
61	4807	4807019	Stettler County No. 6 ²⁵	MD	5,430	5,404	5,613	5,594	5,545
62	4806	4806036	Sundre	T	2,797	2,833	2,878	2,938	2,998
63	4808	4808012	Sylvan Lake	T	15,289	15,698	16,086	16,315	16,351
64	4807	4807027	White Sands	SV	121	120	119	118	117

Census Division	Census Subdivision	Area Name	Type	2016	2017	2018	2019	2020
Total				223,165	223,537	224,950	226,162	226,899
	4810	4810004	Ferintosh ^{4 5}	207	207	207	207	--
Total				223,372	223,744	225,157	226,369	226,899

Sources:

Population Estimates: Statistics Canada, Center for Demography

Boundary Adjustments: Treasury Board and Finance, Office of Statistics and Information

Notes:

Population estimates in this table were produced by Statistics Canada using the municipal CSD (census subdivision) geographic boundaries as of January 1, 2016 (2016 Standard Geographic Classification). TBF has adjusted the population estimates for those CSDs where a geographic boundary change occurred post 2016. All CSD boundaries are as of January 1 of the year stated.

Postcensal estimates are based on the latest census counts adjusted for census net undercoverage (including adjustment for incompletely enumerated Indian reserves) and on the estimated population growth that occurred since that census, as calculated using fiscal data.

There were two types of boundary adjustments: *dissolutions/amalgamations*, where one municipality ceases to exist as a municipality and is amalgamated into the surrounding CSD, and *annexations* or *boundary corrections*, where part of a CSD is allocated elsewhere.

¹ Boundary adjustment as of January 1, 2017

² Boundary adjustment as of January 1, 2018

³ Boundary adjustment as of January 1, 2019

⁴ Boundary adjustment as of January 1, 2020

⁵ Due to boundary change in year stated, annual growth against previous year in this region should be used with caution

Caution: Population estimates for CSDs sometimes consist of small numbers. Estimates with such a high degree of detail may show a level of uncertainty that is more important. Thus, estimates for smaller numbers should be interpreted with caution.

All estimates subject to revision.

Prepared by: Alberta Treasury Board and Finance, January 2021

For more information contact Jennifer Hansen at jennifer.hansen@gov.ab.ca

Last Updated: January 26, 2021

Parkland Regional Library System
BILLING INFORMATION FOR 2021

	Alberta Municipal Affairs	Alberta Treasury Board Estimated Pop.	Difference
1 ALIX	734	779	45
2 ALLIANCE	154	155	1
3 AMISK	204	202	(2)
4 BASHAW	830	838	8
5 BAWLF	422	413	(9)
6 BENTLEY	1,078	1,112	34
7 BIG VALLEY	349	368	19
8 BIRCHCLIFF SV	117	123	6
9 BITTERN LAKE	220	223	3
10 BLACKFALDS	10,125	11,974	1,849
11 BOWDEN	1,240	1,214	(26)
12 CAMROSE	18,742	19,333	591
13 CAMROSE COUNTY	8,660	8,821	161
14 CAROLINE	512	513	1
15 CARSTAIRS	4,077	4,735	658
16 CASTOR	929	915	(14)
17 CLEARWATER M D	11,947	11,975	28
18 CLIVE	715	779	64
19 CORONATION	940	1,007	67
20 CREMONA	444	489	45
21 CZAR	202	201	(1)
22 DAYSLAND	824	833	9
23 DELBURNE	892	833	(59)
24 DIDSBURY	5,268	5,337	69
25 DONALDA	219	215	(4)
26 ECKVILLE	1,163	1,197	34
27 EDBERG	151	154	3
28 ELNORA	298	392	94
29 FLAGSTAFF COUNTY	3,738	3,736	(2)
30 FORESTBURG	875	870	(5)
31 GULL LAKE	176	187	11
32 HALF MOON BAY SV	42	42	0
33 HARDISTY	554	547	(7)
34 HAY LAKES	495	557	62
35 HEISLER	160	158	(2)
36 HUGHENDEN	243	242	(1)
37 INNISFAIL	7,847	7,957	110
38 JARVIS BAY SV	213	225	12
39 KILLAM	989	981	(8)
40 LACOMBE	13,985	14,109	124
41 LACOMBE County	10,343	10,190	(153)
42 LOUGHEED	256	254	(2)
43 MOUNTAIN VIEW COUNTY	13,074	13,345	271
44 NORGLNWOLD SV	273	303	30
45 OLDS	9,184	9,753	569
46 PAINT EARTH COUNTY	2,102	2,006	(96)
47 PARKLAND BEACH SV	153	160	7
48 PENHOLD	3,563	4,037	474
49 PONOKA	7,229	7,525	296
50 PONOKA County	9,806	10,132	326
51 PROVOST	1,998	1,984	(14)
52 PROVOST MD	2,205	2,184	(21)
53 RED DEER COUNTY	19,541	18,863	(678)
54 RIMBEY	2,567	2,720	153
55 ROCHON SANDS SV	86	84	(2)
56 ROSALIND	188	191	3
57 ROCKY	6,635	6,699	64
58 SEDGEWICK	811	780	(31)
59 SUNBREAKER COVE SV	81	86	5
60 STETTLER	5,952	5,851	(101)
61 STETTLER COUNTY	5,566	5,545	(21)
62 SUNDRE	2,729	2,998	269
63 SYLVAN LAKE	14,816	16,351	1,535
64 WHITE SANDS	120	117	(3)
Totals	220,051	226,899	6,848

Parkland Regional Library System
BILLING INFORMATION FOR 2021

Current Population Counts from Alberta Municipal Affairs

1	ALIX	734
2	ALLIANCE	154
3	AMISK	204
4	BASHAW	830
5	BAWLF	422
6	BENTLEY	1,078
7	BIG VALLEY	349
8	BIRCHCLIFF SV	117
9	BITTERN LAKE	220
10	BLACKFALDS	10,125
11	BOWDEN	1,240
12	CAMROSE	18,742
13	CAMROSE COUNTY	8,660
14	CAROLINE	512
15	CARSTAIRS	4,077
16	CASTOR	929
17	CLEARWATER M D	11,947
18	CLIVE	715
19	CORONATION	940
20	CREMONA	444
21	CZAR	202
22	DAYS LAND	824
23	DELBURNE	892
24	DIDS BURY	5,268
25	DONALDA	219
26	ECKVILLE	1,163
27	EDBERG	151
28	ELNORA	298
29	FLAGSTAFF COUNTY	3,738
30	FORESTBURG	875
31	GULL LAKE	176
32	HALF MOON BAY SV	42
33	HARDISTY	554
34	HAY LAKES	495
35	HEISLER	160
36	HUGHENDEN	243
37	INNISFAIL	7,847
38	JARVIS BAY SV	213
39	KILLAM	989
40	LACOMBE	13,985
41	LACOMBE County	10,343
42	LOUGHEED	256
43	MOUNTAIN VIEW COUNTY	13,074
44	NORGLENWOLD SV	273
45	OLDS	9,184
46	PAINTEARTH COUNTY	2,102
47	PARKLAND BEACH SV	153
48	PENHOLD	3,563
49	PONOKA	7,229
50	PONOKA County	9,806
51	PROVOST	1,998
52	PROVOST MD	2,205
53	RED DEER COUNTY	19,541
54	RIMBEY	2,567
55	ROCHON SANDS SV	86
56	ROSALIND	188
57	ROCKY	6,635
58	SEDGEWICK	811
59	SUNBREAKER COVE SV	81
60	STETTLER	5,952
61	STETTLER COUNTY	5,566
62	SUNDRE	2,729
63	SYLVAN	14,816
64	WHITE SANDS	120
Totals		220,051

March 31, 2021

Good day,

Parkland Reginal Library system has learned recently that the Government of Alberta (GOA) has discontinued updating the Municipal Affairs population lists. According to the GOA's official website, *"The Municipal Affairs Population List has been discontinued and will be replaced by population estimates from Treasury Board and Finance in the future."* This change will impact the requisition amounts paid by member municipalities.

According to clause 8.3 of Parkland's Master Agreement, when invoicing members for the requisition, *"The population of a municipality that is Party to this Agreement shall be deemed to be the most recent population figure for the municipality as published by Alberta Municipal Affairs."* Since Municipal Affairs is now using the population figures supplied by Treasury Board and Finance, that means Parkland will be invoicing municipalities using these same figures. This also means that some municipalities may experience a notable change in their invoiced amounts. This is because according to the GOA's website, the *"population figures between the municipal population lists and the provincial population estimates and projections will differ due to different methodologies used to account for population."* To review these statements made by the GOA or examine the *Municipal (Census Subdivision) Population Estimates* Parkland will be using in the future, please refer to the following hyperlink: <https://www.alberta.ca/municipal-population-lists.aspx>

Due to the disparity in populations between the old official population list and the new numbers supplied by the Treasury Board, Parkland's Executive Committee has decided to refrain from invoicing municipalities based on the Treasury Board figures until 2022. However, Parkland will be obliged to use the new population figures in 2022, in part to be fair to those municipalities which have seen population decline.

Accompanying this email are a number of attachments. They include a condensed spreadsheet of the *"Municipal (Census Subdivision) Population Estimates : 2016 - 2020 "* showing only those municipalities that are Parkland members; a small spreadsheet showing Parkland's billing information for 2021 based on the old figures from Municipal Affairs; and a third spreadsheet showing the Treasury Board statistics, the Municipal Affairs numbers, and the difference between the two.

If you have any questions or concerns about this matter please contact Parkland at operations@prl.ab.ca

Sincerely,

A handwritten signature in blue ink, appearing to read "Ron Sheppard".

Ron Sheppard, Director
Parkland Regional Library System

RS/kh