

# Data Exchange Standard – Municipality Boundary

Office of the Corporate Chief Information Officer, Strategy and Governance Branch

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## Contents

Contents.....	2
Standard Statement.....	3
Authority .....	3
Scope .....	3
Standard Specification.....	3
References and Supporting Resources .....	5
Appendix A.....	7

## **Standard Statement**

Data exchange standards are required to ensure the clarity and the accuracy of data exchanged between Government of Alberta (GoA) applications.

The standard below describes the GoA data standard for a Municipality Boundary shared between GoA applications. This standard defines the components of a Municipality Boundary and applies to the exchange of Municipality Boundary information.

## **Authority**

Internal use only.

## **Scope**

This standard applies to all Ministries within the GoA.

## **Standard Specification**

The Municipality Boundary standard follows the Data Exchange Standard – Character Set (UTF-8).

The Municipality Boundaries are determined by the respective provincial government entity. The GoA's definition of a Municipality Boundary relates to a geographic boundary that may be larger than, and include, one or more city, town, hamlet, or village.

Municipality Boundary			
<b>Description</b>	The name of a city, town, hamlet, village or other recognized municipal area.		
<b>Format</b>	Municipality Boundary*	<b>C64</b>	<p>The name of a municipality boundary. Abbreviations and valid alternates are allowed, but municipality boundaries cannot be translated (i.e. from English to French).</p> <p>The following characters are allowed in this field:</p> <ul style="list-style-type: none"> <li>• upper and lower case letters</li> <li>• letter-accent combinations such as é, è, ê, ë, É, È, Ê, Ë</li> <li>• numbers</li> <li>• numbers between 0 to 9</li> <li>• special characters , . ' ( ) # / and space</li> </ul>
	Municipality Boundary Type	<b>C70</b>	<p>The type of municipality boundary.</p> <p>The following characters are allowed in this field:</p> <ul style="list-style-type: none"> <li>• upper and lower case letters</li> <li>• letter-accent combinations such as é, è, ê, ë, É, È, Ê, Ë</li> <li>• numbers</li> <li>• special character &amp;</li> </ul>

**\*Municipality Boundary**

Not all Municipality Boundary names are used in postal addresses. Applications exchanging the Municipality Boundary data value for postal address or mailing address purposes will be required to conform to the municipality field length defined in the Data Exchange Standard – Postal Address standard.

The Data Exchange Standard – Postal Address standard follows Canada Post’s definition of a municipality. Please note there is difference in the defined field length for Municipality between the Postal Address and Municipality Boundary data exchange standards.

Please refer to the Alberta Municipal Boundary Codes reference in the Supporting Documentation section to determine which Municipal Boundaries can be used as part of a mailing address.

## References and Supporting Resources

- Government of Alberta Municipal Codes.  
Alberta Municipal Codes identified by Municipal Affairs, Government of Alberta.  
Not all Municipality Boundary names are used in postal addresses. Only municipality boundary types such as a city, town, or village are used in an address to send mail. The municipality boundary types which can be used as part of a mailing address are identified in the Municipal Codes (PDF) reference. The status codes are; 01, 09, 06, 02, 03, 04, 07 and 08.  
<https://www.alberta.ca/types-of-municipalities-in-alberta.aspx>
- Types of Municipality Boundaries in Alberta  
Alberta is governed through three general types of municipality boundaries, urban, rural, and specialized. For a complete list of municipality boundary types and descriptions use the reference below.  
<https://www.alberta.ca/types-of-municipalities-in-alberta.aspx>
- Canadian Municipality Boundary Reference.  
A reference list of municipality boundaries within Canada. This reference list is not a source of truth. The Government of Alberta does not maintain this reference list.  
<https://imtpolicy.sp.alberta.ca/standards/layouts/15/DocIdRedir.aspx?ID=SAU4XS6JAYRN-1770012109-68>
- Data Exchange Standard – Character Set (UTF-8)  
<https://imtpolicy.sp.alberta.ca/standards/Pages/Data-Exchange-Standard-Character-Set.aspx>
- Data Exchange Standard – Postal Address  
<https://imtpolicy.sp.alberta.ca/standards/Pages/Data-Exchange-Standard-Postal-Address.aspx>
- Mailing Address Format  
<https://imtpolicy.sp.alberta.ca/standards/Pages/Mailing-Address-Format.aspx>

### Canada Post

- Canada Post – Addressing Guidelines  
<http://www.canadapost.ca/tools/pg/manual/PGaddress-e.asp>

### Government of Canada

- Government of Canada – The Constitution Acts 1867 to 1982, section 92.8 Exclusive Powers of Provincial Legislation

[http://laws.justice.gc.ca/PDF/CONST\\_E.pdf](http://laws.justice.gc.ca/PDF/CONST_E.pdf)

## Appendix A

Types of Standards	Description
<b>Technical Standard</b>	These are detailed, unique standards that have developed in response to government IMT policies. Technical standards are intended to be replicable, transferable, and adaptable across ministries and other government agencies. Examples of these could include address data standards or specifications for a single identifier for transacting with government electronically.
<b>Product Standard</b>	An IMT product or specific technology oriented standard that facilitates the task of planning for enhancements and acquisitions within the government's broad information systems environment. As a definitive list of the numerous technologies either employed or under evaluation by Workplace Technology Services, product standards are critical in establishing conformity, interoperability and interchange-ability. Examples of these could include a government-wide standard for document, record management and database, and the list of core products for government workstations.
<b>Process Standard</b>	An established, mandatory business practice that supports IMT projects and existing systems to improve the outcome, diminish risks, and increase reliability. Examples could include business continuity planning processes, threat risk assessment processes, etc.
<b>Reference Standard</b>	An IMT industry standard (either a national or international formal or de facto standard) that has been adopted for use by the Province of Alberta. A Reference Standard may be adopted either as stand-alone or as a precursor to a customized standard or policy document. Examples could include the 1024 bit RSA standard for public key encryption.