

# BILL

No. 58 of 1911.

An Act respecting the Department of Municipal Affairs.

(Assented to 1911.)

1. This Act may be cited as "*The Department of Municipal Affairs Act*." short title

2. In this Act, unless the context otherwise requires, the expression "municipality" includes cities, towns, villages, rural municipalities, and also local improvement districts. Municipality.

3. There shall be a department of the public service of the province to be called "The Department of Municipal Affairs," over which the Member of the Executive Council appointed by the Lieutenant Governor under the seal of the province to discharge the functions of the Minister of Municipal Affairs for the time being shall preside. Organization.

4. The Minister of Municipal Affairs shall be entrusted with the powers and charged with the duties which by any law in force in the province belong to the office of the Minister of Municipal Affairs. Powers and duties of the Minister.

5. The Lieutenant Governor in Council may appoint a Deputy Minister and such inspectors, clerks, assistants and other officers as may from time to time be required and provide for the remuneration of the same, and such deputy, inspectors, clerks, assistants and other officers shall do and perform all such acts and things relating to the business of the department as they may from time to time be directed to do and perform by the Minister. Officers and clerks.

6. Subject to the provisions of the various Acts from time to time in force in Alberta respecting municipalities the Minister of Municipal Affairs shall have power to make and enforce regulations governing the methods of bookkeeping, accounting, recording and auditing to be used in the municipalities of the province; and to procure and issue to the said municipalities sample sets of books and forms which he may deem necessary for the proper carrying out of the said regulations; and to make and enforce regulations respecting such other matters and things as shall in his opinion be conducive to a thorough and systematic conduct of the affairs of the municipalities by the treasurers and other officers thereof. Regulations and supplies.

7. The Minister of Municipal Affairs shall have power to settle, adjust and decide any question arising between the councils of different municipalities respecting any rights, powers or duties conferred upon them by any Act in force in the province. Minister may settle and adjust question.

## INSPECTION OF MUNICIPAL BOOKS, RECORDS AND ACCOUNTS.

8. There shall be attached to the Department of Municipal Affairs one or more inspectors whose duty it shall be from Inspection of municipal books

time to time as required by the Minister to examine and inspect all books of record and account, all bank books, assessment and collection rolls and all other papers and matters whatsoever belonging to any municipality.

records and accounts.

9. The books and records of every municipality shall be so inspected at least once in every year and a special inspection in the case of any municipality may be ordered by the Minister whenever he may deem it advisable or upon petition of the council of the municipality setting forth clearly the reason why in the opinion of the council such special inspection is deemed necessary.

Inspection to be annual and when advisable on petition.

10. Every inspector shall have power to require the attendance of any officer of the municipality or of any other person whose presence he may deem necessary during the course of his inspection and he shall have the same power as is exercisable by any judge or court in civil cases to compel the attendance of such officer or other person before him, to compel the production of documents and to take evidence under oath.

Power of inspector to require attendance of officers and others at the inspection.

11. When required so to do by an inspector every officer of the municipality shall produce for examination and inspection all books, records, papers, documents and other property of the municipality in his possession.

Production of documents.

12. Any bank or agency of any bank carrying on business in Alberta shall upon request of an inspector acting under the provisions of this Act furnish him with a statement showing the balance or condition of the accounts of any municipality having an account with such bank or agency together with any particulars of same that may be required.

Banks to furnish statement of municipal accounts.

13. After the completion of his inspection of the books and records of any municipality it shall be the duty of the inspector to make a report thereon to the Minister and to the mayor, overseer or reeve of the municipality in the form prescribed by the Minister.

Inspector to report to minister etc.

14. In the event of any inspector reporting such a condition of affairs in any municipality as in the opinion of the Minister warrants summary action by the municipal council with respect to the matters referred to in such report and sixty days elapsing without any satisfactory action being taken thereupon by the municipal council the Minister of Municipal Affairs shall deal with any and all such matters in a manner best calculated to protect and further the interests of the municipality affected; and for such purpose may if thought desirable dismiss from office the treasurer or other officer of a municipality; and in the event of any such dismissal the council shall forthwith appoint another person as treasurer or other officer in his or their place and stead.

Power of minister to take summary action.

15. The Minister of Municipal Affairs may upon the petition of the council or of one-third of the members of the council or in the case of a local improvement district, rural municipality or village of twenty-five freehold electors or in case of a town or city of one hundred freehold electors or burgesses depute one or more persons to audit the books and accounts of the treasurer of any municipality in Alberta for any particular period; and the cost of any such audit to be fixed by the Minister of Municipal Affairs shall be paid by the municipality.

Audit of books and accounts of secretaries-treasurers of municipalities.

16. It shall be the duty of every inspector to see that the regulations made by the Minister respecting the methods of bookkeeping, accounting, recording and auditing of municipal affairs are carried out by the officers of every municipality.

Duty of in-  
spector to  
enforce re-  
gulations  
as to book-  
keeping,  
audit, etc.

17. The Minister of Municipal Affairs shall be entrusted with all the powers and charged with all the duties which under *The Local Improvement Act*, *The Village Act* and *The Educational Tax Act* belong to the office of the Minister of Public Works or the Tax Commissioner of the Department of Public Works.

Powers  
conferred  
upon  
minister

18. The Minister of Municipal Affairs may deduct from all taxes collected by him such percentage thereof as he may estimate to be the cost of collecting such taxes and the amounts so deducted shall form part of the general revenue of the province.

Minister  
at charge  
for collec-  
tions.

No. 58

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THIRD SESSION

~~SECOND LEGISLATURE~~

2 GEORGE V

1911

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**BILL**

An Act respecting the Department of  
Municipal Affairs.

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Received and read the

First time . . . . .

Second time . . . . .

Third time . . . . .

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HON. A. L. SIFTON

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EDMONTON:  
JAMES E RICHARDS, Government Printer  
A.D. 1911