

BILL

No. 15 of 1916.

An Act respecting Women's Institutes.

(Assented to , 1916.)

HIS MAJESTY, by and with the advice and consent of the Legislative Assembly of the Province of Alberta, enacts as follows:

SHORT TITLE.

1. This Act may be cited as "*The Women's Institute Act.*"

INTERPRETATION.

2. Unless the context otherwise requires the expression—
1. "Department" shall mean the Department of Agriculture for the Province of Alberta;
 2. "Institute" shall mean a women's institute organized and incorporated under this Act;
 3. "Institute year" shall mean the time between an annual meeting and the next following one;
 4. "Minister" shall mean the member of the Executive Council for the time being in charge of the Department of Agriculture of the Province of Alberta.

OBJECTS OF THE WOMEN'S INSTITUTE.

3. The objects of the women's institute shall be the improvement of social conditions in rural and other communities by means of—
1. The study of home economics (including home nursing, household science, sanitation, food values, sickroom cookery, house furnishing, sewing, and other matters), child welfare, prevention of disease, local neighbourhood needs, industrial and social conditions;
 2. Establishing the women's institute as a social and educational centre in the community and by utilizing it as a means of welcoming new settlers;
 3. The encouragement of agriculture and improvement of agricultural conditions;
 4. The holding, establishment and maintenance of demonstrations, lectures, short course schools, travelling and other libraries, exhibitions, competitions, meetings, conventions and such other utilities and attractions as may from time to time be deemed useful for the promotion of the foregoing objects or any of them.

ORGANIZATION OF INSTITUTES.

4. Women's institutes may be formed under this Act in the following manner:
1. An application in form A in the schedule hereto and containing the information indicated as required thereby shall be signed by not less than women, married or single, all at least years of age,

residents of the community to be served, and not being members of any other women's institute formed under this Act.

2. Every woman signing such application shall pay at least.....as or part of her first annual subscription to the funds of the proposed institute and such moneys shall be paid to and held by one of the subscribers in trust for the institute.

3. The application shall be verified by one of the subscribers in the form appended to said form A.

4. The application so verified shall be forwarded to the Minister, who, if he approves, may declare the subscribers and others who may thereafter become members, to be organized into a women's institute under the name of "The.....Women's Institute." He shall thereupon issue a certificate of incorporation thereof in form B in the schedule hereto, and thereafter such institute shall be a body corporate under said name with the objects and powers aforesaid together with the power of holding such real and personal property as may be necessary for its objects. It shall also be capable of receiving and holding any real or personal property by grant, gift, legacy or devise and of investing the same or the proceeds thereof and of using the same or any part thereof to the provisions of this Act, in the furtherance of the objects of the institute.

5. An institute may change its name upon obtaining the Minister's approval so to do.

6. Each institute shall adopt a corporate seal, but for the purpose of securing uniformity the designs shall be approved by the Minister.

ORGANIZATION.

7. As soon after incorporation as is practicable a meeting of the subscribers and of others who may be qualified as hereinafter mentioned to become members and who may so desire shall be held at the call of one of the subscribers to be designated by the Minister and at such time and place and on such notice as he may direct.

(2) Such meeting shall be the organization and first annual meeting of the institute.

8. A report of said meeting certified by the president and secretary to be elected thereat shall be forwarded by the secretary to the Minister within one week after the meeting; such report shall include a copy of the minutes of the meeting and shall contain a list of the members and of the officers and committees elected and appointed.

MEMBERSHIP.

9. The qualification for membership shall be as stated in subsection 1 of section 4 of this Act and any woman having such qualification may become a member of an institute on application to the secretary and on payment to the treasurer of the membership fee which shall be not less than

(2) At the time of such application and payment of fee the applicant for membership shall give the secretary the post office address to which all notices shall be sent.

OFFICERS.

10. The officers of an institute shall be president, two vice-presidents, a secretary and a treasurer or a secretary-treasurer, who shall *ex officio* be directors, and at least three directors.

(2) There shall be (in addition to the said three) one director for every ten members in excess of thirty.

(3) There shall be two auditors.

11. The persons qualified to vote for or to be elected as officers shall be only those members regularly enrolled, who have paid their membership fee for the ensuing year. To enable persons to become members, the secretary and treasurer, or the secretary-treasurer, as the case may be, shall be at the place appointed for the annual meeting one hour previous to the hour set for such annual meeting.

12. All officers shall be elected by ballot after previous verbal nomination.

(2) A majority of the ballots cast shall be necessary to a choice.

13. Officers shall hold office till their successors are elected.

14. In the event of an officer of an institute dying or resigning office or otherwise vacating the same during the period for which she was elected, the directors shall appoint an eligible person to fill the office for the unexpired term.

COMMITTEES.

15. Each institute may appoint such special committees as it may from time to time require. The president shall be *ex officio* member of all committees.

MEETINGS.

16. Every institute shall hold its annual meeting (other than the organization meeting) on the.....in the month of....in each year at the hour of.....o'clock in the afternoon at such place as the directors may appoint.

17. At least two weeks' notice shall be given of any annual or special general meeting of an institute, such notice shall be in writing and either posted by mail to the furnished address of each member or delivered personally at such address. Any further notice may be given which the director may think fit.

18. Special general meetings may be called by the directors. The notice calling such shall specify the nature of the business to be transacted.

19. In case of failure to hold the annual meeting as provided in section 17, the Minister may appoint a time for holding the same, and the secretary shall notify the members thereof in the manner aforesaid.

20. The presiding officer at meetings of an institute shall be the president, or in her absence a vice-president, or in the absence of president and vice-president a chairman shall be appointed.

21. The following shall be the order of business at annual meetings:

1. Reading and disposing of minutes of preceding annual and intervening special general meetings.
2. Reports of officers.
3. Reports of committees.
4. Unfinished business.
5. Election of officers.
6. New business.
7. Appointment of committees.
8. Appointment of delegates to annual convention.
9. Addresses and discussion.
10. Adjournment.

DIRECTORS' MEETINGS.

22. Directors' meetings shall be held upon ten days' written notice mailed or delivered by the secretary under the instructions of the president, to each director provided that directors' meetings may be held at any place, or at any time if and when a quorum is present.

23. The directors shall, subject to the provisions of this Act and of the by-laws and regulations of their institute, have full power to act for and on behalf of the institute and all grants and other funds of the society shall be administered under their direction.

(2) The presiding officer at directors' meetings shall be as is set forth in section 20.

QUORUM.

24. Three directors shall constitute a quorum at a meeting of the executive of the institute.

BY-LAWS.

25. Each institute at an annual or special general meeting called for that purpose may make, alter or repeal by-laws or regulations for its general management not inconsistent with the provisions of this Act, such by-laws or regulations shall, however, not have force or effect until approved of by the Minister.

26. The directors shall not sell, mortgage, let or dispose of any real property of the institute unless authorized so to do by a special general meeting called for that purpose.

(2) This section shall, however, not be construed to prevent them from letting their premises for any meeting or convention which would not interfere with the business or meetings of the institute.

RETURNS.

27. A financial return, which shall include a statement in detail of assets and liabilities, receipts and expenditures for the current year with vouchers, shall be made to the Minister at least ten days before the annual meeting.

GRANTS.

28. These may be paid by the department out of any money appropriated to it for that purpose.

(2) To each institute having a paid-up membership of ten or more an annual grant of ten dollars.

29. The grants mentioned in section 29 shall be paid only on condition—

- (a) That at least four meetings of the institute have been held during the preceding institute year, except in the case of an institute having been organized during the year;
- (b) That a financial statement satisfactory to the Minister has been made under section 27 of this Act;
- (c) That a list of officers for the current year has been furnished the department.

SUPERINTENDENT OF WOMEN'S INSTITUTES.

30. The Lieutenant Governor in Council may appoint a Superintendent of Women's Institutes and such other officers as may be required to assist the Minister in the performance of his duties under this Act and may provide for the remuneration to each, and may confer on such superintendent power to examine the books and accounts of any institute.

31. The duties of the superintendent other than those referred to in the last preceding section shall be such as are from time to time conferred or imposed on her by the Minister.

EXISTING INSTITUTES.

32. Women's institutes already in existence may be declared by the Minister to be incorporated under this Act under a name similar in form to that provided for it in subsection 4 of section 4 hereof and thereafter all the provisions of this Act shall apply thereto.

DISORGANIZATION.

33. If it be made to appear to the Minister that any institute should be disorganized, he may order and declare that on and after a day to be named by him such institute shall be disorganized and thereupon the same shall cease to exist.

34. Upon the disorganization of an institute, the Minister may appoint a liquidator or liquidators to adjust and settle the assets and liabilities of such institute and such liquidator or liquidators with the approval of the Minister shall have power to sell, dispose of, transfer and convert into money all the assets and property of the institute and to apply the said money so far as it will extend in payment, first, of his or her remuneration to be fixed by the Minister, and, secondly, in payment of the liabilities of the society and the surplus, if any, shall be paid into the general revenue fund of the province.

CONVENTIONS.

35. For the purpose of interchange of ideas and the promotion of their common objects, an annual convention of women's institutes may be held at such time and place as shall be appointed by the Minister. At such convention the provincial president of women's institutes, or in her absence a chairman to be chosen by the convention, shall preside.

(2) Such convention shall be held under the direction of the Minister assisted by the provincial advisory board hereafter provided for.

36. Forthwith after receiving notice of the time and place for the holding of such convention, the secretary of each institute shall call a special general meeting at which delegates to represent the institute at such convention shall be appointed; substitute delegates may also be appointed to take the place of delegates who may find themselves unable to attend.

PROVINCIAL ADVISORY BOARD.

37. There shall be a provincial advisory board which shall consist of the Deputy Minister, the Superintendent of Women's Institutes and seven members chosen at the annual convention.

38. The duties of the provincial advisory board shall be to advise the Minister in any matter arising in connection with women's institutes and their work.

39. The said board shall meet on the call of the Superintendent of Women's Institutes.

40. The secretary-treasurer shall report the recommendations of the said board to the Minister forthwith after each meeting.

REGULATIONS.

41. The Minister shall have power to make regulations and provisions not inconsistent with this Act for the carrying out of the objects thereof.

No. 15.

FOURTH SESSION
THIRD LEGISLATURE
6 GEORGE V
1916

BILL

An Act respecting Women's
Institutes.

Received and read the

First time.....

Second time.....

Third time.....

HON. MR. MARSHALL.

EDMONTON:
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A.D. 1916