

The
Department of
Municipal Affairs
Act

being

Chapter 19 of *The Revised Statutes of Saskatchewan, 1920*
(assented to November 10, 1920).

NOTE:

This consolidation is not official. Amendments have been incorporated for convenience of reference and the original statutes and regulations should be consulted for all purposes of interpretation and application of the law. In order to preserve the integrity of the original statutes and regulations, errors that may have appeared are reproduced in this consolidation.

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CHAPTER 19

An Act respecting the Department of Municipal Affairs

SHORT TITLE

Short title

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

R.S.S. 1909, c.14, s.1; R.S.S. 1920, c.19, s.1.

INTERPRETATION

Interpretation

2 In this Act, unless the context otherwise requires, the expression:

“Municipality”

1. “**Municipality**” means and includes city, town, village, rural municipality and local improvement district.

R.S.S. 1909, c.14, s.2; R.S.S. 1920, c.19, s.2.

ORGANISATION OF DEPARTMENT

Organisation

3 There shall be a department of the Government of Saskatchewan which shall be called the Department of Municipal Affairs over which the Minister of Municipal Affairs shall preside.

R.S.S. 1909, c.14, s.3 (redrawn); R.S.S. 1920, c.19, s.3.

Officers and clerks

4 The Lieutenant Governor in Council may appoint a deputy minister and such inspectors, clerks, assistants and other officers as may 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 be directed to do and perform by the minister.

R.S.S. 1909, c.14, s.4; R.S.S. 1920, c.19, s.4.

POWERS OF MINISTER

Regulations and supplies

5 Subject to the provisions of the various Acts in force in Saskatchewan respecting municipalities the minister 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.

R.S.S. 1909, c.14, s.6; R.S.S. 1920, c.19, s.5.

Minister may settle questions

6 The minister 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.

R.S.S. 1909, c.14, s.7; R.S.S. 1920, c.19, s.6.

Qualifications of secretaries

7 The minister may prescribe the qualifications to be held by the secretary of any municipality.

1915, c.43, s.5; R.S.S. 1920, c.19, s.7.

INSPECTION AND AUDIT OF MUNICIPAL BOOKS

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 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.

R.S.S. 1909, c.14, s.8; R.S.S. 1920, c.19, s.8.

Inspection annual and when advisable or on petition

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.

R.S.S. 1909, c.14, s.9; R.S.S. 1920, c.19, s.9.

Auditor's duties

10 The minister may appoint an auditor or auditors at any time to audit the records of any municipality and the amount which he may estimate to be the cost of such audit shall be paid by the municipality in respect of which such audit is made.

1912-13, c.46, s.13; R.S.S. 1920, c.19, s.10.

Audit districts

11 The minister may divide the province into divisions to be known as "audit districts" and may appoint one or more auditors to audit the records of any municipality therein situated and may levy against each municipality in respect of which an audit is thus made the amount which he may estimate as the cost of such audit.

1912-13, c.46, s.13; R.S.S. 1920, c.19, s.11.

Auditor: special duties

12 The minister may direct that an auditor appointed under section 10 of this Act may assume the duties of the auditor appointed under section 144 of *The Village Act* and section 156 of *The Rural Municipality Act*:

Provided that in such case the secretary of the municipality shall issue the financial statements referred to in section 145 of *The Village Act* and in sections 157 and 158 of *The Rural Municipality Act*.

1912-13, c.46, s.13; R.S.S. 1920, c.19, s.12.

Inspector's power to compel attendance of officials

13 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.

R.S.S. 1909, c.14, s.10; R.S.S. 1920, c.19, s.13.

Production of documents

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

R.S.S. 1909, c.14, s.11; R.S.S. 1920, c.19, s.14.

Banks furnish statement of municipal accounts

15 Any bank or agency of any bank carrying on business in Saskatchewan 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.

R.S.S. 1909, c.14, s.12; R.S.S. 1920, c.19, s.15.

Inspector to report

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

R.S.S. 1909, c.14, s.13; R.S.S. 1920, c.19, s.16.

Power of minister to take summary action

17 If any inspector reports 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 after the lapse of sixty days without any satisfactory action being taken thereupon by the municipal council the minister 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 such other officer.

R.S.S. 1909, c.14, s.14; R.S.S. 1920, c.19, s.17.

Audit of books and accounts of secretary treasurers

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

R.S.S. 1909, c.14, s.15; R.S.S. 1920, c.19, s.18.

Duty of inspector to enforce regulations

19 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.

R.S.S. 1909, c.14, s.16; R.S.S. 1920, c.19, s.19.

Minister may charge for collections

20 The minister 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 consolidated fund of the province.

R.S.S. 1909, c.14, s.18; R.S.S. 1920, c.19, s.20.

ANNUAL REPORT**Annual report to Legislature**

21 The minister shall submit to the Lieutenant Governor in Council an annual report upon the municipal institutions of the province, to be laid before the Legislative Assembly within ten days after the commencement of each session, giving such details as may enable the Assembly to judge of the operations of such institutions and of the department.

1915, c.43, s.5; R.S.S. 1920, c.19, s.21.