

Municipal Affairs

Information Bulletin

Number: 01/09

Date: April 2009

KEY MUNICIPAL DATES APRIL 1 – JUNE 30, 2009

This information bulletin highlights important dates and deadlines that may affect your municipal operation.

- April 1 A municipal authority that wishes to conduct an official census must do so in the period starting April 1 and ending on June 30 of the same year. See Alberta Regulation AR 63/2001, as amended by AR 71/2006.
- April 30 Last day for municipalities to pass a supplementary assessment bylaw or any amendment to it. See section 313 of the *MGA*.
- April 30 Last day for municipalities to pass a business tax bylaw or any amendment to it. See section 371 of the *MGA*.
- April 30 Last day for municipalities to pass a business revitalization zone tax bylaw or an amendment to it. See AR 377/94.
- May 1 Each municipality must make its financial statements, or a summary of them, and the auditor's report on the financial statements available to the public in the manner the council considers appropriate. See section 276 of the *MGA*.
- May 1 Last day for municipalities to submit the audited financial statement, audited financial information return, and the auditor's report to the Minister. See section 278 of the *MGA*.
- May 1 Last day for a Regional Services Commission to submit the audited financial information return and audited financial statements to the Minister and each member of the commission. See section 602.34 of the *MGA*.
- June 30 Municipalities must submit the 2nd quarterly installment to a board or the Alberta School Foundation Fund. See section 168 of the *School Act*.



Local Government Services Division Municipal Services Branch

Phone: 780-427-2225 . Fax: 780-420-1016 . E-mail: lgsmail@gov.ab.ca

17TH FLOOR COMMERCE PLACE, 10155 – 102 STREET, EDMONTON, ALBERTA T5J 4L4. INTERNET: www.municipalaffairs.alberta.ca