

verbaux, plans, maps, records, documents and papers, kept or filed in the office of the Council: He shall attend all sessions, and shall enter in a Register kept for the purpose all the proceedings of the Council, and he shall allow persons interested therein to inspect the same at all reasonable hours; And every copy or extract of or from any such book, register, valuation roll, collection roll, report, procès-verbal, plan, map, record, document or paper certified by such Secretary-Treasurer, shall be deemed authentic. 5

Security to be given by him. 3rd. Every person appointed Secretary-Treasurer to a Council, shall, before acting as such, give the security hereinafter mentioned. 10

4th. He shall furnish two sureties, whose names shall be approved by a resolution of the Council before they shall be admitted as such: All such sureties shall be jointly and severally bound together with the Secretary-Treasurer, and their obligation shall extend to the payment of all sums of money for which the Secretary-Treasurer may at any time be accountable to the Corporation, including principal, interest and costs, as well as the penalties and damages to which he shall become liable in the exercise of his office. 15

Security bonds. 5th. Every security bond shall be made by an act before a Notary and accepted by the Mayor, and it shall be the duty of the Secretary-Treasurer to transmit to the Mayor a copy of the same. 20

To be registered. 6th. Every such security bond, when duly registered in the registry office for the Registration Division of Three Rivers, shall carry with it a hypothec (*hypothèque*) only on such immovable property as shall have been therein designated: And it shall be the duty of the Chief officer of the Council to cause it to be registered immediately on receipt thereof. 25

The Secretary Treasurer shall receive and pay out the monies of the Corporation. 7th. The Secretary-Treasurer of every Council shall receive all moneys due and payable to the Corporation, and he shall pay out of such moneys all drafts or orders drawn upon him by any person thereunto authorized by this Act, for the payment of any sum to be expended or due by the Municipality, whenever thereunto authorized by the Council, but no such draft or order shall be lawfully paid by the said Secretary-Treasurer unless the same shall shew sufficiently the use to be made of the sum mentioned in such draft or order, or the nature of the debt to be paid thereby. 30

Shall keep the books. 8th. The Secretary-Treasurer shall keep in due form books of account in which he shall respectively enter each item of receipt and expenditure, according to dates, mentioning at the same time the names of the persons who have paid any moneys into his hands or to whom he has made any payment, respectively, and he shall keep in his office vouchers for all expenditure. 35 40

Render an attested account. 9th. The Secretary shall render to the Council every six months, that is to say, in the months of December and in each year or oftener, if required by such Council, a detailed account of his receipt and expenditure, attested by him under oath.

Books to be open to public. 10th. The Secretary-Treasurer's books of account and vouchers shall at all reasonable hours of the day be open for inspection, as well to the Council and to each of the members thereof, and the Municipal officers by them appointed, as to any person liable to assessment in the Town. 45