

City of Edmonton Archives

Finding Aid - City of Edmonton. Finance Department fonds (RG-18)

Generated by City of Edmonton Archives on May 23, 2023

Language of description: English

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City of Edmonton. Finance Department fonds

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Summary information

Repository:	City of Edmonton Archives
Title:	City of Edmonton. Finance Department fonds
Title [Office of the Town Auditor (1893-1915), Office of the Comptroller and Auditor (1915-1952), Comptroller's Department (1952-1960), Office of the Town Treasurer (1892-1899), Office of the Secretary Treasurer (1899-1912), Office of the City Treasurer (1912-1960)] :	Office of the Town Auditor (1893-1915), Office of the Comptroller and Auditor (1915-1952), Comptroller's Department (1952-1960), Office of the Town Treasurer (1892-1899), Office of the Secretary Treasurer (1899-1912), Office of the City Treasurer (1912-1960)
Reference code:	RG-18
Date:	1901 - 2008 (creation)
Physical description:	61.7 m textual records
Language:	English

Administrative history / Biographical sketch

Note

The financial management of the City has played an important role in the function of civic government since Edmonton's incorporation as a town.

Office of the Town Treasurer

In 1892 the Office of the Town Treasurer was established, and was responsible for providing financial advice for the efficient management and accountability of public funds. All financial transactions were recorded in the Town Treasurer's Ledger. In 1899 this office was changed to the Office of the Secretary Treasurer, a combination of the position of Treasurer and City Clerk. This lasted until 1912, when the positions were separated into the Office of the City Clerk and the City Treasurer's Department.

Treasurer's Department

The Treasurer's Department was responsible for receiving and safely keeping all money belonging to the City; paying money as directed by law or by bylaw; depositing all money for Council; jointly signing necessary checks with the Mayor as well as debentures, promissory notes and other securities; and

preparing and submitting regular financial reports stating moneys at the credit of the City. In the early 1910s the Treasurer maintained the fiscal integrity of the departments, and kept a General Ledger that summarized the financial position of the City as a whole, including capital liabilities and assets of utilities. In 1952 the Treasurer's Department was responsible for receipt of payments for all City accounts except for permits and police fines; technical direction for cashiering and cash handling for all City departments; preparation and issue of checks except payroll; banking and financial arrangements; custody of securities; records of pension payments; and planning and directing the work of the Mechanical Accounting Division. Office of the Town Auditor

In 1892 the Office of the Town Auditor was established, and was responsible for auditing the accounts of the municipality. The successor to this office was the Office of the Comptroller and Auditor, established in 1915. This new entity had expanded duties which included recording all expenditures authorized by council and issuing necessary vouchers for payments, auditing books and accounts of all departments, and preparing quarterly and annual financial statements for the City. The Treasurer was still responsible for the management of the City Treasury. The Comptroller and Auditor had jurisdiction over all City departments and could make any recommendations deemed expedient. By 1930 the Office of the Comptroller and Auditor had become the central accounting centre handling the current and capital accounts, accounts receivable and payable, and annual statements. In 1942 the Comptroller and Auditor began examining and reporting upon all books and accounts of the Edmonton Exhibition Association, the Edmonton Hospital Board, the Edmonton Library Board, the Local Board of Health, the Town Planning Commission, the Stadium Commission, and the Boxing Commission.

Comptroller's Department

In 1952 the Office of the Comptroller and Auditor became the Comptroller's Department, which was responsible for the planning and technical direction of general accounting procedures for the City; checking and approval of inter-departmental invoices, salary and wage change slips and contract payments; preparation of accounts payable and general ledger records; consolidation of annual budgets; preparation of annual financial report and other consolidated financial and statistical reports; maintenance of employees personal history and earnings records; unemployment insurances, workmen's compensation, and group and other insurance matters; and calculation of pension amounts and advice to employees. By 1955 the Department was also responsible for microfilm services.

During the early to mid 20th century these various bodies were responsible for the City's finances, and often work together. For example City Comptroller, along with the City Auditor and the Treasurer, were joint custodians of the Sinking Fund in the 1930s.

Finance Department

The Finance Department was established in 1960 when the Comptroller's Department was combined with the Treasury Department. The department's core responsibility was to plan, control, preserve and effectively use the financial resources of the City of Edmonton.

The Finance Department originally had three divisions: Treasury, Administration, and Central Accounting. In 1961 the data processing function of the Mechanical Accounting Department was transferred to Central Accounting Division. In 1965 the Finance Department was reorganized into four divisions. The Administrative division was responsible for budget preparation, general administration, and microfilming and stationary services for all city departments. The Treasurer operated a centralized collection and receipting system for all moneys paid to the City of Edmonton, handled short term borrowing and investment, control of the funds under the Sinking Fund Trustees, operation of the Traffic Tag Accounting system, and custody of the City vault. The Central Accounting division was composed of two sections: Data Processing and Central Accounting, it was responsible for payroll, accounts receivable and accounts payable, statement of revenue and expenditure, system planning, and coordination of data processing

for all city departments. The Purchasing Division operated a central purchasing system for all City Departments and maintained a central stores and a small truck rental service.

In 1968 the Finance Department had five divisions: Treasury, Comptrollers, Budget Control, Central Records and Reproduction, and Purchasing.

In 1973 Risk Management, the city's insurance function, became a separate section of the Finance Department.

In 1974 the Purchasing Branch was renamed the Materials Management Branch and the Budget Control and Research Branch was separated from Finance to become a separate department.

In 1976 the Tax Collection function separated from Assessor's Department and became a branch of the Finance Department.

In 1977 the Bylaw Enforcement Department was created to centralize inspection and enforcements. The licensing and permit functions of Finance were transferred to Bylaw. Also that year the Central Supply and Services Department was formed and took over the Materials Management Branch from Finance. By the end of 1977 the Finance Department consisted of the Treasury Branch, Controllers Branch, Risk Management Section, Administration Section, and Tax Collection Section.

When the Bylaw Department was disbanded in 1984 the Building Inspection Branch was incorporated into the Planning Department, while the rest of Bylaw's functions went to Finance. The Document Services Section joined Treasury Branch, Security Section joined Risk management Branch, Bylaw administration staff joined Finance's Administration Branch, and Enforcement Branch was transferred in its entirety to Finance.

Also in 1984 the Utilities Services Department became a branch of Finance, except for Customer Services, which went to Edmonton telephones.

In 1985 the Corporate Budget Office was transferred to the Finance Department, and Document Services was transferred to the Police Department. In the same year Departmental Financial officers were transferred to the Finance Department, reporting to the newly formed Corporate Controller's Office.

By 1985 the Finance Department had nine branches: Accounting; Administration; Corporate Budget Office; Corporate Controllers' Office; Bylaw Enforcement (including the City Pound); Finance Policy Research and Development; Risk Management and Security; Treasury; and Utility Services.

In 1987 the Insurance Adjustments and Claims Section of the City Solicitor's Office was relocated to the Finance Department, becoming part of Risk Management and Corporate Security.

In 1988 the Assessment Office and the Material Management Branch joined the Finance Department.

In 1990 the Finance Department's responsibility of issuing grants-in-aid to non-profit organizations was passed on to the Parks and Recreation Department and the Community and Family Services Department.

In 1991 there was a major reorganization. The Department now consisted of five branches and two offices: Financial Services Branch, Financial Policy & Corporate Accounting Branch, Assessment and Taxation Branch, Materials Management Branch, and Utility Services Branch, and the Internal Audit Office and Human Resources Services Office.

In 1992 the Utilities Services Branch was moved to Edmonton Power. Also that year the Materials Management Branch divided into two branches: Purchasing and Printing Branch, and Corporate Inventory and Warehousing Branch.

In 1994 bylaw officers in Finance began enforcing unlawfully parked vehicles through the Traffic Bylaw. For the past 34 years they had enforced only the Dog Bylaw. Also in this year the Information Services Branch was formed from the Computing Resources Department and the Purchasing and Printing Branch, and Corporate Inventory and Warehousing Branch merged back into the Materials Management Branch.

The Finance Department was dissolved in 1997 when it was combined with the Computing Resources Department, the Law Department, and the Office of the City Clerk to form the new Corporate Services Department.

Scope and content

This fonds contains records relating to the financial administration of the City of Edmonton. It has been divided into the following series:

- * Series 1: Debentures
 - * Series 2: Annual Financial Statements and Reports
 - * Series 3: Payroll
 - * Series 4: Employee Pensions
 - * Series 5: General Ledgers
 - * Series 6: Investment Management
 - * Series 7: Reports
 - * Series 8: Budget Documents
 - * Series 9: Office of the Comptroller
 - * Series 10: Contracts
 - * Series 11: Project Files
 - * Series 12 : Office of the General Manager
 - * Series 13: Risk Management
 - * Series 14: Tax Collection Branch
-

Notes

Title notes

- **Source of title proper:** Title based on contents of fonds.

Immediate source of acquisition

This material was transferred to the City of Edmonton Archives between 1958 and 2021.

Arrangement

Some reports were assigned item numbers with the prefix GP.

Restrictions on access

These records contain information that is protected in alignment with the Freedom of Information and Protection of Privacy (FOIP) Act.

Conditions governing use

Copyright may apply.

Reproduction restrictions may apply.

Finding aids

See series level descriptions.

Accruals

Further accruals are expected.

Note [General]

Accession numbers: A70-46, A71-43, A71-58, A72-19, A72-47, A75-144, A76-25, A77-118, A78-11, A78-47, A78-115, A79-75, A79-130, A80-79, A82-83, A85-98, A90-34, A92-37, A92-103, A92-104, A92-116, A93-95, A95-96, A95-202, A98-29, A98-92, A2000-31, A2004-43, A2009-53, A2009-121, A2011-29, A2012-120, A2012-132, A2013-86, A2014-24, A2014-51, A2014-52, A2016-41, A2016-98, A2016-140, A2016-165, A2017-12, A2018-124, A2018-155, A2019-53, A2021-11

Other notes

- **Publication status:** Published
 - **Status description:** Final
 - **Institution identifier:** City of Edmonton Archives
-

Access points

- Textual record (documentary form)
 - Government (subject)
-

Collection holdings

Series: RG-18-1 - Debentures

Title: Debentures

Reference code: RG-18-1

Date: 1907 - 1988 (date of creation)

Scope and content: This series contains records relating to the generation of funds by the City of Edmonton, including debentures, treasury bills, and bond coupons.

Physical description: 57 cm of textual records

Language of the material:

English

Note [generalNote]: Accession numbers: A71-58, A72-47, A2014-24

Immediate source of acquisition: This material was transferred to the City of Edmonton Archives from the Finance Department between 1971 and 2014.

Restrictions on access: There are no restrictions on access.

Conditions governing use: Copyright may apply.

Reproduction restrictions may apply.

Finding aids: File list available online.

Accruals: No further accruals are expected.

Publication status:

Published

Access points:

- Textual record (documentary form)
 - Government (subject)
 - Edmonton - Commerce (subject)
-

Series: RG-18-2 - Annual Financial Statements and Reports

Title: Annual Financial Statements and Reports

Reference code: RG-18-2

Date: 1901 - 2007 (date of creation)

Scope and content: This series contains the official annual financial statements and reports issued by the Finance Department to provide transparency and explain the financial position of the municipal government.

Physical description: 2.5 m of textual records

Language of the material:

English

Note [generalNote]: Access copies of 1909, 1911-1967, and 1969-1979 are available in the reference room.

Note [generalNote]: Accession numbers: A70-76, A78-115, A79-75, A80-79, A82-83, A85-98, A90-34, A92-37, A93-95, A95-96, A98-92, A2008-104, A2009-53, A2009-57, A2011-29, A2013-86, A2016-41

Immediate source of acquisition: This material was transferred to the City of Edmonton Archives between 1970 and 2016.

Arrangement: The material was arranged by the archivist by date.

Some reports were assigned item numbers with the prefix GP.

Restrictions on access: These records contain information that is protected in alignment with the Freedom of Information and Protection of Privacy (FOIP) Act. There are no restrictions on access.

Conditions governing use: Copyright may apply.

Reproduction restrictions may apply.

Finding aids: File list available online.

Accruals: Further accruals are expected.

Publication status:

Published

Access points:

- Textual record (documentary form)
 - Government (subject)
-

Series: RG-18-3 - Payroll

Title: Payroll

Reference code: RG-18-3

Date: 1905 - 1955 (date of creation)

Scope and content: This series contains payroll records for City employees. The payroll ledgers include employee, name, position, rate of pay, deductions, net pay, and notes. The series also includes a staff ledger, which is an alphabetical listing of municipal employees, including name, position, wage, wage increases, date of appointment, and the reason for their departure.

Physical description: 37 m of textual records

Language of the material:

English

Note [generalNote]: Accession numbers: A77-118, A78-47, A92-116, A2004-43, A2009-53

Immediate source of acquisition: This material was transferred to the City of Edmonton Archives from the Finance Department in 1977 and 1978, the Personnel Department in 1992, and the Community Services Department in 2004. Some material was also discovered in the Corporate Records Centre and sent to the Archives in 2009.

Restrictions on access: Records in this series are subject to the Freedom of Information and Privacy Act.

Conditions governing use: Copyright may apply.

Reproduction restrictions may apply.

Finding aids: File list available online.

Accruals: Further accruals are expected.

Publication status:

Published

Access points:

- Textual record (documentary form)
 - Government (subject)
-

Series: RG-18-4 - Employee Pensions

Title: Employee Pensions

Reference code: RG-18-4

Date: 1939 - [ca.1957] (date of creation)

Scope and content: The Civic pension fund appears to have been started in 1930s. Units for pension savings were from employee wages through the Office of the Comptroller and Auditor, and after 1952 by the Comptroller's Department.

This series contains records relating to the purchase of units for the employees' pension fund. The series is comprised of calculations regarding expected pension fund contributions, and three ledgers detailing contributions, with employees listed by department. Information found within these ledgers includes name, date of birth, date of hire, pension premiums, termination of service record, and value of pension. The series also includes correspondence regarding enlisted employees and records relating to the pension payments of civic employees enlisted in the armed forces during the Second World War.

File List

* Ledger 1: City of Edmonton Pension Fund (1938-1941). RESTRICTED This ledger was used to calculate current employees' eligible pensions (as of December 31, 1938).

* Ledger 2: City of Edmonton Pension Fund (1939-1949). RESTRICTED This ledger lists employees in the pension scheme, including personal and employment details, and a calculation of pension contributions.

* Ledger 3: City of Edmonton Pension Fund (1939-1957). RESTRICTED This ledger lists employees in the pension scheme, including personal and employment details, details on City contributions, and information on the pension option selected.

* File 1: City of Edmonton Pension Fund calculations and estimates, 1939-1971 (ca. 1939)

* File 2: Correspondence and records relating to civic employees enlisted in the armed forces and payments into their pensions while on service (1939-1946)

Physical description: 2 m of textual records

Language of the material:

English

Note [generalNote]: Accession numbers: A79-130, A2009-53

Immediate source of acquisition: This material was transferred to the City of Edmonton Archives from the Finance Department in 1979. Some material in this series was discovered in the Corporate Records Centre in 2009 and transferred to the Archives.

Restrictions on access: Some files are restricted.

Conditions governing use: Copyright may apply.
Reproduction restrictions may apply.

Finding aids: See Scope and content above.

Accruals: No further accruals are expected.

Publication status:

Published

Access points:

- Textual record (documentary form)
 - Government (subject)
-

Series: RG-18-5 - General Ledgers

Title: General Ledgers

Reference code: RG-18-5

Date: 1938 - 1988 (date of creation)

Scope and content: This series contains general ledgers recording payments due and received by the Treasurer's Department and Comptroller's Department. They record financial transactions from different departments, companies, other levels of government, and individuals.

Physical description: 1.26 m of textual records

Language of the material:

English

Note [generalNote]: Accession number: A95-202, A2012-120

Immediate source of acquisition: The material was transferred to the City of Edmonton Archives from the Finance Department and the City of Edmonton Artifacts Centre in 1995 and 2012 respectively.

Arrangement: The material was arranged by the archivist by date.

Restrictions on access: There are no restrictions on access.

Conditions governing use: Copyright may apply.

Finding aids: File list available online.

Accruals: No further accruals are expected.

Publication status:

Published

Access points:

- Textual record (documentary form)
 - Government (subject)
-

Series: RG-18-6 - Investment Management

Title: Investment Management

Reference code: RG-18-6

Date: 1927 - 1968, 1976 - 1999 (date of creation)

Scope and content: This series contains annual reports from the Sinking Fund Trustees, as well as correspondence relating to agreements with financial institutions about managing City investments, particularly the EDTEL Endowment Fund.

Physical description: 38 cm of textual records

Language of the material:

English

Note [generalNote]: Accession numbers: A2013-86, A2018-155

Immediate source of acquisition: This material was transferred to the City of Edmonton Archives in 2013 and 2018.

Arrangement: The material was arranged by the archivist by date.
Some reports were assigned item numbers with the prefix GP.

Restrictions on access: Some files are restricted under FOIP.

Conditions governing use: Copyright may apply.
Reproduction restrictions apply.

Finding aids: File list available online.

Accruals: Further accruals are expected.

Publication status:

Published

Access points:

- Textual record (documentary form)
 - Edmonton - Commerce (subject)
 - Government (subject)
-

Series: RG-18-7 - Reports

Title: Reports

Reference code: RG-18-7

Date: 1906 - 2008 (date of creation)

Scope and content: This series contains reports from the Finance Department, it's predecessors and successors. This material was mostly collected as discrete items.

Physical description: 20 cm of textual records

Language of the material:

English

Note [generalNote]: Accession numbers: A71-43, A72-19, A93-95, A98-29, A2013-86, A2014-24, A2014-51, A2016-165, A2019-53

Immediate source of acquisition: This material was transferred to the City of Edmonton Archives between 1971 and 2016.

Arrangement: The material was arranged by the archivist by date.
Some reports were assigned item numbers with the prefix GP.

Restrictions on access: There are no restrictions on access.

Conditions governing use: Copyright may apply.

Finding aids: File list available online.

Accruals: Further accruals are expected.

Publication status:

Published

Access points:

- Government (subject)
-

Series: RG-18-8 - Budget Documents

Title: Budget Documents

Reference code: RG-18-8

Date: 1960 - [ca. 2008] (date of creation)

Scope and content: This series contains records related to the creation of capital and operating budgets, as well as the approved documents that allowed the City to deliver necessary programs and infrastructure.

Physical description: 4.27 m of textual records

Language of the material:

English

Note [generalNote]: Accession number: A92-103, A2000-31, A2009-53, A2012-132, A2013-86

Immediate source of acquisition: This series was transferred to the City of Edmonton Archives via the Corporate Records Centre between 1992 and 2012, and from the Edmonton Public Library in 2013.

Arrangement: The material was arranged by the Archivist by date.
Some reports were assigned item numbers with the prefix GP.

Restrictions on access: There are no restrictions on access.

Conditions governing use: Copyright may apply.

Finding aids: File list available online.

Accruals: Further accruals are expected.

Publication status:

Published

Access points:

- Textual record (documentary form)
 - Government (subject)
-

Series: RG-18-9 - Office of the Comptroller

Title: Office of the Comptroller

Reference code: RG-18-9

Date: 1914 - 1965 (date of creation)

Scope and content: This series contains records from the Office of the Comptroller. It includes budget documents from 1916-1940, as well as project files relating to work done by the Office. The project files include information on money-related bylaws, car allowances, inventories of physical assets held by City departments, and the collected financial statements of City funds and related organizations. The series also includes information around the salaries, wages, and classifications of civic employees, as well as correspondence regarding union negotiations and temporary war employees.

Physical description: 1.4 m of textual records

Language of the material:

English

Note [generalNote]: Accession numbers: A76-25, A92-104

Immediate source of acquisition: This material was transferred via the Personnel Department in 1976 and the Corporate Records Centre in 1992.

Arrangement: The material was arranged according to the filing system of the creator.

Restrictions on access: There are no restrictions on access.

Conditions governing use: Copyright may apply.

Finding aids: File list available online.

Accruals: No further accruals are expected.

Publication status:

Published

Access points:

- Textual record (documentary form)
 - Government (subject)
-

Series: RG-18-10 - Contracts

Title: Contracts

Reference code: RG-18-10

Date: 1919 - 1976, predominant 1969-1970 (date of creation)

Scope and content: This series contains copies of contracts between the City of Edmonton and various service providers sent to the Office of the Comptroller and the Finance Department by the Legal Department.

Physical description: 71 cm of textual records

Language of the material:

English

Note [generalNote]: Accession numbers: 78-11, A2016-140

Immediate source of acquisition: This material was transferred in 1958 and 1978.

Arrangement: The material was arranged according to the filing system of the creator. Some reports were assigned item numbers with the prefix GP.

Restrictions on access: There are no restrictions on access.

Conditions governing use: Copyright may apply.

Finding aids: File list available online.

Accruals: No further accruals are expected.

Publication status:

Published

Access points:

- Textual record (documentary form)
 - Government (subject)
-

Series: RG-18-11 - Project Files

Title: Project Files

Reference code: RG-18-11

Date: 1976 - 2005 (date of creation)

Scope and content: This series contains records relating to specific projects undertaken by the Finance Department and its successors.

- * Subseries 11.1 - Emergency Medical Services Review
- * Subseries 11.2 - Audits
- * Subseries 11.3 - 2001 IAAF Games
- * Subseries 11.4 - Enterprise model fiscal policy development and fee review
- * Subseries 11.5 - Old Towne Market
- * Subseries 11.6 - Papal Visit
- * Subseries 11.7 - Genesee Power Project Phase I
- * Subseries 11.8 - IT Shared Services Project
- * Subseries 11.9 - Mobile Equipment Services Study

* Subseries 11.10 - Class Projects for Citizen Services [RESTRICTED]

Physical description: 5.55 m of textual records

Note [generalNote]: Accession number: A83-95, A2011-24, A2012-132, A2014-51, A2014-52, A2014-53, A2018-136, A2018-145, A2021-11

Immediate source of acquisition: This material was transferred to the City of Edmonton between 1983 and 2021.

Arrangement: Some reports were assigned item numbers with the prefix GP.

Restrictions on access: Some files are restricted under FOIP.

Conditions governing use: Copyright may apply.

Finding aids: File list available online.

Accruals: Further accruals are expected.

Publication status:

Published

Access points:

- Textual record (documentary form)
 - Government (subject)
-

Series: RG-18-12 - Office of the General Manager

Title: Office of the General Manager

Reference code: RG-18-12

Date: [ca. 1983] - 2008 (date of creation)

Scope and content: This series contains reports created and collected by the Office of the General Manager for the Finance Department. It includes correspondence, as well as meeting minutes for various committees, including the Finance Branch Management Team, the Corporate Business Planning Leadership Team, the Management Team, and the Environmental Steering Committee.

Physical description: 4.5 m of textual records

Note [generalNote]: Accession numbers: A2009-52, A2009-121, A2018-96, A2018-170

Immediate source of acquisition: This material was transferred to the City of Edmonton Archives by the Corporate Records Centre in 2009 and 2018.

Arrangement: Some reports were assigned item numbers with the prefix GP.

Restrictions on access: Some files are restricted under FOIP.

Conditions governing use: Copyright may apply.

Finding aids: File list available online.

Accruals: Further accruals are expected.

Publication status:

Published

Access points:

- Textual record (documentary form)
 - Government (subject)
-

Series: RG-18-13 - Risk Management

Title: Risk Management

Reference code: RG-18-13

Date: [ca. 1963] - 1994 (date of creation)

Scope and content: This series contains reports generated by the Finance Department through its risk management function. The files relate to insurance, but also response and costs associated with the 1986 flood and 1987 tornado.

Physical description: 53 cm of textual records

Note [generalNote]: Accession number: A75-144, A2013-86, A2016-98, A2017-12

Immediate source of acquisition: This material was transferred to the City of Edmonton Archives between 1975 and 2017.

Arrangement: Some reports were assigned item numbers with the prefix GP.

Restrictions on access: Some files are restricted under FOIP.

Conditions governing use: * Copyright may apply.

* Reproduction restrictions apply.

Finding aids: File list available online.

Accruals: Further accruals are expected.

Publication status:

Published

Access points:

- Textual record (documentary form)
 - Government (subject)
-

Series: RG-18-14 - Tax Collection Branch

Title: Tax Collection Branch

Reference code: RG-18-14

Date: 1972 - 1981, predominant 1978 - 1981 (date of creation)

Scope and content: This series contains correspondence from the Tax Collection Branch. This function was transferred to the Finance Department from the Assessor's Department in 1976.

Physical description: 82 cm of textual records.

Note [generalNote]: Accession number: A2018-124

Immediate source of acquisition: This material was transferred to the City of Edmonton Archives from the Corporate Records Centre in 2018.

Restrictions on access: There are no restrictions on access.

Conditions governing use: Copyright may apply.

Finding aids: File list available online.

Accruals: No further accruals are expected.

Publication status:

Published

Access points:

- Textual record (documentary form)
 - Government (subject)
-