

1927-1969

64 cm. of textual records

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By-Laws to appoint Tax Collectors for the Town and City of Port Arthur were made as directed under the provisions of the Municipal Act, which also in part dictated the responsibilities of the position. Under By-Law 1545, dated December 30, 1918, the duties of Officials were set out. The duties of the Tax Collector included receiving the tax roll from the City Clerk and checking same, entering payments on the tax roll and balancing same, collecting delinquent income tax, collecting business taxes and other accounts if necessary.

The Series contains records generated in the Tax Collector's Office and consists of files relating to issues mentioned in the Tax Collector's duties above. Included in the subjects covered in this series are income tax, ownership changes, tax sale lands and unpaid house sewer and water connections.

The files are arranged alphabetically.

The original filing scheme of these records was reconstructed during archival arrangement on the basis of file titles.

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A detailed file list is available.

Further accruals are not anticipated.