By-Laws to appoint Engineers for the Town and City of Port Arthur were made and approved as needed and a number of individuals were appointed over the years.

It was the Engineer’s responsibility to supervise the Sewer System (see By-Law 1115). Residents were required to make an application to the City and to have the application approved by the Engineer, in order to proceed with the work necessary to have their property connected to the City’s Sewer System.

This series consists of 5 volumes of Applications & Records of House Sewer Connections. The volumes are arranged numerically by an application number. Details of the Application include:

- the lot number, street address, side of the street the premises were located on, between which streets the premises were located, the name of the owner, who the premises were occupied by and for what purpose, the type of building, i.e. stone, frame, brick or veneer, plumbing, drainage and water information, frontage and sewer distance from street sewer to sewer line.
- The owners were also required to state in their application whether they desired to pay the cost of constructing the house sewer in advance or if they wanted the work constructed as a local improvement to be paid for by special assessment.

The Record of House Sewer Connection located on the opposite page from the Application sets out the details of the work performed and includes the following information:

- date work commenced, date completed, the name of the individual or company who did the trenching, the name of the individual or company who laid the pipe, the name of the individual who inspected the work, how connections were made, the length from the street sewer to the street line, the length from the street line to the end of the house sewer, the cost of the work executed by the Corporation and a diagram of the completed work, signed and dated by the City Engineer.

Further accruals are not anticipated.

Other records relating to this series may be found in Series 51 Transit Books, Series 146 Applications & Records of Water Works Service, Series 147 Water and Sewer Installations and Series 178 Street Service Records.