

1903-1966, predominant 1903-1965

1 m., 60 cm. of textual records

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In reporting their activities to the Fort William City Council, departments and local boards often submitted an annual report. Common details in annual reports may include statistical information, project summaries and progress reports as well as details of budgets and expenditures over the year. Reports were maintained in the Office of the City Clerk and cover the period 1903 to 1965.

Standard reports were filed on a relatively regular basis from the City Engineer, Assessment Commissioner and Tax Collector, Auditor, Fire and Police Departments and other City Departments. However, some additional reports are filed for Affiliated Boards such as the Library, Parks, and The Medical Officer of Health/Board of Health to name a few.

Annual reports generally summarize the events and accomplishments of a department/board and can be quite helpful in getting a broad picture of current activities over the span of years, however, some valuable statistical information appears more consistently from some departments. Police Reports provide statistics on offences. Medical Health Officer/Relief/Board of Health often identify deaths and ailments as required according to provisions in the Ontario Public Health Act. Building department reports may provide details as to the number of new homes and building permits and tourist bureau reports give details on border crossings at the Pigeon River as well as attendance at City attractions.

Information contained in the annual reports may supplement other archival series for the City of Fort William, however, reports are not necessarily available for each year as they were either sporadically submitted or not filed with the City Clerk.

This series consists of annual reports. May contain news clippings.

Handwritten, Typescript.

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Finding aids list reports by department or subject.

