

1967-1969

32 cm. Textual Records (3v)

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By-law #709, passed in 1909, established the Rules of Order and Procedure of the City Council. This by-law also outlined the duties of the various Standing Committees of Council. Each Standing Committee consisted of not less than three members along with the Mayor, who were appointed annually at the first meeting of each newly-elected Council. This series includes the Minutes of the following Standing Committees of Council:

The Finance Committee oversaw and had access to account books and documents in the Treasurer's office, regulated all matters regarding receipt of payments, recommended salary and duties of all City employees, considered and reported on securities held by the City, and looked after insuring City property.

The Works Committee was responsible for reporting to Council on all regulations and matters relating to fences, planting trees, boulevards, sewers, drains, streets and thoroughfares, and to the general cleansing of the City. A yearly report was submitted on permanent improvements, to be carried out during the ensuing year, together with the cost. The committee also oversaw and directed the City Engineer and his staff.

The Public Utilities Committee reported on all matters relating to Waterworks, Telephone and Street Railway and regulated the construction, operation and maintenance of these utilities.

The Fire, Water & Light Committee was responsible for managing and reporting on the organization, equipment and maintenance of the Fire Brigade and its equipment. They also reviewed the financial records of the Fire Department and submitted the Brigade officer's names to Council. They reported on the supply of water, placing of hydrants, lighting of the City, the placing of poles and lamps.

The License and Relief Committee oversaw all matters relating to the issue of licenses, fees, and the appropriation made by Council for the relief of the poor, regulated, managed and reported on matters pertaining to markets, weighing houses, inspections and prevention of unwholesome food.

The Property Committee had control of all real property, including public buildings and cemeteries belonging to the City, supervised Mountain View Cemetery, regulated fees and sale of plots, appointed a superintendent and defined his duties, reported on heating, lighting, purchases, erection and maintenance of sites for public buildings and regulated the salaries of caretakers of buildings and grounds.

This series consists of the meeting minutes of the Standing Committee reflecting various

**Series 68 - Fort William Standing Committee Minutes Fort William Fonds**

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routine issues for each committee and the City's management. Three bound typewritten volumes exist for minutes dated January 19, 1967 – December 22, 1969.

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Further Accruals are not anticipated