

1898-1953

1m., 30 cm. of textual records (28 v.)

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The treasurer kept a book to be known as the "Cash Book" as this was under the Municipal Act that also in part, dictated the responsibilities of the position. On the left-hand page he entered in consecutive order all sums of money received by him, the dates of the receipt, the name of the persons from whom and on what account the same were received and the amounts thereof.

The cash book was at all times to be open for inspection by any member of the council and by the auditors, and would be produced and exhibited by the treasurer at all meetings of the council at which he was directed to produce it. No entry except a cash entry was made in the cash book; but the treasurer kept a book to be known as the "journal," in which he entered all debits and credits not consisting of cash.

The series consists of 28 bound volumes of Cash Books showing the date, cheque no., voucher no., name, particulars, ledger amount and bank amount. The accounts for disbursement include Local Improvements, Street Railway, Finance Committee, Water, Light, Telephone, Board of Works, City Stores, General Engineering, Sewer Connections, Sanitary Connections, Water Works, Telephone and Light Construction.

This series consists of a detailed record of all payments received by the City. The records are broken down into approximately 20 categories and are comprehensive. They contain records that appear to have been generated by the various Standing Committees of Council

Handwritten

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Further accruals are not anticipated.