

BY-LAW #1327:

By-Law #1327, being a By-Law to regulate the proceedings of the Council of the Municipal Corporation of the City of North Bay.

WHEREAS by-Law #605A as amended by by-Laws Numbered 666, 690, 786 and 1180 is found to be inadequate to regulate proceedings in this Council.

THEREFORE BE IT ENACTED AND IT IS HEREBY ENACTED BY the Municipal Corporation of the City of North Bay as follows:-

(a) THAT BY-LAWS numbered 605A, 666, 690, 786 and 1180 be and the same are hereby repealed.

(b) THAT the following clauses of this By-Law shall replace all the operating sections of By-Laws 605A, 666, 690, 786 and 1180 as herein repealed.

(c) THAT this By-Law be headed as follows when put in printed or typewritten form;

RULES AND ORDERS OF THE MUNICIPAL COUNCIL OF THE CITY OF NORTH BAY

1. In all cases not provided for hereafter or by by-Laws of this Council, the usages and customs of the House of Commons of Canada as in force at the time shall be followed as far as they may be applicable to this Council.

2. Paragraphs numbered 2 to 58 inclusive shall be the same as in the printed form of 605A now existing saving and excepting that the word "City" shall appear wherever the word "Town" should appear.

3. SECTION 59 shall read as follows:

If the motion for reconsideration be made at the same meeting, the question shall not be reconsidered unless a majority of the members of the Council present, vote therefor, and if the motion for reconsideration be made at the next meeting, the question shall not be considered unless a majority of the Whole Council vote therefor. No question shall be reconsidered more than once nor shall a vote to reconsider be reconsidered.

4. SECTIONS 60 to 65 inclusive shall read the same as in by-Law 605A printed form.

5. SECTION 66 should read as follows:

"Every By-Law shall be introduced upon motion for leave specifying the title of the By-Law or upon motion to appoint a Committee to prepare and bring it in and each member of the Council shall be supplied with a Copy of every By-Law so introduced with the exception of Money By-Laws with the Schedules attached thereto shall be supplied to each member"

6. SECTIONS 67 to 78 inclusive shall read the same as in the printed form of By-Law 605A.

7. SECTION 79A shall read as follows:

"There shall be appointed annually at the First Meeting of each newly elected Council, a Board of Health and the following committees shall compose the standing Committees of the Council, viz: "

- (1) Finance & Assessment,
- (2) Public Works,
- (3) Fire, Water & Light,
- (4) Contingent, Industrial & By-Laws,
- (5) Parks and Market.

8. SECTION 79B shall read as follows:

"The Committee to recommend such Standing Committees shall consist of the Mayor and the three Alderman - who have obtained the largest number of votes at the last Electoral Election and those three shall be known as "THE STRIKING COMMITTEE":"

9. SECTION 80 shall read:

"Each of the aforesaid Committees shall consist of five members."

10. SECTION 81 and 82 shall read as in the Printed form of the by-Law saving and excepting that the word "Town" shall be changed to the word "City".

11. SECTION 83 shall read as in the printed by-Law with the exception that the first line shall be amended by placing after the word "Clerk" - "or his assistant" and the word "Town" shall be struck out and the word "City" inserted in lieu thereof.

12. SECTION 84 shall read that all standing Committees shall meet not later than Friday next preceding each regular meeting of Council

13. SECTION 85 shall read the same as the printed form of By-Law.

14. SECTION 86 shall read as follows:

"THE FOLLOWING SHALL BE THE DUTIES OF THE FINANCE COMMITTEE":

(a) To present to the Council on or before the first meeting of Council in March of each year a full and particular exhibit of the Financial Affairs of the City as at the end of the preceeding Financial Year.

(b) To report to the Council on or before the first meeting of council in March of each years as to the manner in which the revenue required for the current year shall be raised.

(c) To consider and report as often as may be necessary on the management of all matters connected with stocks, bonds securities, or other assets held by or belonging to the Corporation.

(d) To have special supervision of the books of account, documents and vouchers and of all monies, debentures, securities etc, in the Treasurer's office and the supervision of the Treasurer and of all officers in his Department under him together with supervision of the tax Collector, the City Clerk, and all subordinate employees under the supervision of the Tax Collector and the City Clerk.

(e) To advise the Treasurer when called upon; to do so, on all matters pertaining to his office or at any time to so advise in the discretion of the said Committee whether called upon or not.

(f) To open an account in a Chartered Bank in the name of the Corporation and see that all monies paid to the Treasurer or Tax Collector are deposited to the Credit of that Account.

(g) To supervise all duties and services which ought to be performed by the Treasurer, the Tax Collector, the City Clerk or any officers in any of their Departments and to see that the duties are fully executed.

(h) To forbid the signing or delivery of any cheque or security, or payment of any money by the Treasurer if the said Committee shall think it expedient so to do until the matter can be further considered or can be referred to Council for consideration.

(i) To regulate all matters connected with the receipt and payment of money and to order the adoption of such regulations in connection therewith as may be deemed necessary for the prevention of any payment being made in contravention of the By-Laws of the Corporation, and generally, to manage the Financial Affairs of the Corporation.

(j) To act in conjunction with the Mayor and to consider and report from time to time as may be necessary, as to the duties to be performed by all officers, servants and employees of the Corporation and from time to time as may be necessary to consider and report as to the salary or remuneration of said officer servant or employee.

(k) To direct the purchase of stationery and to consider and report upon all matters relating to the Printing and advertising required to be done by the Corporation no matter what Department the said printing or advertising may affect.

(l) To consider and report on all matters relating to the expenditures of money on account of Criminal Justice, the Payment of Jurors, Maintenance of Prisoners, use of Court House and Gaol and the Payment of Crown Witnesses.

(m) To consider and report upon all matters relating to the issue of license in regard to matters within the control of the Council and the regulation and government of persons to whom licenses shall be issued, and the premises in respect of which Licenses may be issued and the License Fees to be paid in all cases not covered by any By-law.

(n) To consider and report on all matters of a Financial nature which should be considered by a Committee and not specifically referred to herein as a duty of any other Committee.

(o) To include in its estimate for each year a sum to be devoted for relief of the poor and infirm having due consideration for such orders as may be made by the Department of Municipal Affairs, Parliament Buildings, Toronto.

(p) All accounts, a request for refunds, or rebates to be reviewed and approved by the Finance Committee before being submitted to Council.

(p.1) That the City Clerk shall be purchasing Agent for all supplies and to Co-operate with the Chairman of the Committee requiring said supplies.

(q) And IN PARTICULAR the Finance Committee shall have complete and absolute jurisdiction over the following items subject to the control of Council:

1. -- Indemnities;
2. -- Travelling Expenses of the Mayor, Aldermen, or any official in the employ of the City;
3. -- The Salaries, of Clerks, Treasurer, Tax Collector, Assessment Commissioner and any of their assistants;
4. -- Control of all extra help in any of the afore mentioned Departments;
5. -- Control of the salary to be paid to Dog-Catcher, Janitor, City Solicitor and City Auditors;
6. -- All matters dealing with Court of Revision.
7. -- All matters dealing with office equipment and maintenance and new purchases;
8. -- All matters dealing with Municipal Elections;
9. -- All matters dealing with searches of title;
10. -- All matters dealing with advertising.

11. -- All matters dealing with postage and revenue;
12. -- Tenders and payment of fuel account for City Hall Lights and Power for City Hall, Water Rates, Phones and Telegrams, Janitor's Supplies and repairs and maintenance of City Hall.
13. -- All matters of repairs and maintenance of other buildings;
14. -- Fuel account of the Provincial Laboratory; Lights and power for same, repairs and maintenance of same;
15. -- All appropriations dealing with purchase of supplies for any and all committees;
16. -- All matters dealing with fixing of water rates and water Consumption.
17. -- All matters of Municipal Insurance on Municipally owned buildings;
18. -- All matters of Indemnity Insurance;
19. -- Complete control of all grants;
20. -- Complete control of all matters of interest on prepaid taxes;
21. -- Complete Control of all matters regarding tags and Licenses.
22. -- Complete control of all matters of interest on Bank Loans;
23. -- Complete Control of all matters regarding City Taxes
24. -- Complete Control of Workmen's Compensation;
25. -- Complete control of Receptions;
26. -- ~~Comp~~ Supervision of the Department of Municipal affairs;
27. -- Accident Claims;
28. -- Local improvements on tax sale properties;
29. -- Advances to Civic Hospital and to any other Municipal Institutes and finally,
30. -- To set up a reserve for depreciation of Office equipment and renewals to same.

15. SECTION 87 shall read as follows:

"THE FOLLOWING SHALL BE THE DUTIES OF THE PUBLIC WORKS COMMITTEE"

- (a) To consider and report on all matters relating to Sewers, sewer connections, Cleaning sewer contracts, cleaning catch Basins, and septic Tanks, sidewalks, streets and thoroughfares.
- (b) To report and recommend to Council such regulations as may be necessary with regard to private buildings, drains and fences as may be requested for the Public Safety and welfare.
- (c) To report to Council in a final report in each year on all such works of permanent improvement in connection with sewers, drains streets and thoroughfares which the said Committee may consider essential to the Welfare and convenience of all rate-payers and which work should be carried on during the ensuing year, together with the estimated cost of the work so recommended.
- (d) To direct and control the City Engineer, the City Foreman and all subordinate employees under them in the discharging of his or their duties in connection with the Public Works Department.
- (e) To report to the Council from time to time on all matters connected with the duties of the Department of the said Engineer and the Department of the City Foreman.
- (f) It shall be the duty of this Committee to see that the streets are cleaned and kept cleaned in accordance with the By-Laws of the Municipality.
- (g) To consider and report on all matters connected with the watering of the Public Streets or squares and the mode in which the cost thereof shall be defrayed.

(h) To expend in such manner as shall be most advantageous and beneficial to the citizens and only when approved by Council, such monies as shall be appropriated by the Council for general improvements within the City, including the maintenance of Chippewa Creek.

(i) To consider and report on all matters connected with bridges, construction; of same or repairs and such buildings as are required by the Public Works Committee.

(j) To see that all supplies over \$100.00 (Dollars) required for the use of any Department under the control of the Committee are obtained by Tender unless otherwise authorized by Council.

(k) To report monthly expenditures on account of appropriations.

AND IN PARTICULAR IT SHALL BE THE DUTY OF THE PUBLIC WORKS COMMITTEE TO:-

(l) fix with the approval of Council, the salaries of all men under the jurisdiction of the Committee.

(m) To establish gasoline and oil supplies in the manner directed by City Council.

(n) To supervise motor repairs and other machinery repairs and licenses for same used under the supervision of the Engineer or City Foreman and to arrange insurance on cars, trucks and other equipment used under the supervision of the engineer or City Foreman.

(o) To inform the Finance Committee of a Telephone Account.

(p) To obtain from Finance Committee printing, stationery and postage allotment.

(q) Bear the cost of the upkeep of buildings and equipment used by the Public Works Department.

(r) To supervise grading and upkeep of dirt streets, to determine the use of stone, gravel and cinders for any streets;

(s) to supervise the Cleaning of paved streets.

(t) to supervise the snow removal.

(u) To supervise the sanding of streets.

(v) To supervise culvert repairs.

(w) To supervise concrete walk repairs.

(x) To supervise the Cleaning of drains and Catch basins.

(y) To control and house, purchase and repair tools and equipment.

(z) To supervise weed cutting.

(a-1) To supervise bridge repairs.

(B-1) To supervise drinking fountain repairs.

(c-1) To supervise pavement repairs.

(d-1) To supervise repairs and retreading of any streets.

(e-1) To supervise dust lying on dirt streets.

(f-1) To supervise and report on resurfacing of dirt streets.

(g-1) To supervise and report on fencing of City Property.

(h-1) To report and recommend as to purchase of new equipment required by this Committee.

- (i-1) To set up a reserve for purchase of new equipment and repairs to present equipment and finally
(j-1) To set up a reserve for the resurfacing of Paved streets and dirt streets.

16. SECTION 88 shall read as follows:

THE FOLLOWING SHALL BE THE DUTIES OF THE FIRE, WATER AND LIGHT COMMITTEE" SUBJECT TO APPROVAL OF COUNCIL"

- (1) to manage and report on organization, buildings and the maintenance of the Fire Department and the supplying and maintenance of hose reels, trucks, and apparatus of the Fire, Dept. and to see that the same are kept in good order, repair and efficiency.
- (2) To see that proper books of accounts are kept and inventories furnished to the council of all purchases and expenditures of the Fire, and Water Departments, and of all property from time to time belonging to the Fire Department or used in connection therewith, and no purchase in excess of \$100.00 shall be made on behalf of the Fire & Water Departments without the approval of Council first had and obtained, and tenders called for same.
- (3) To recommend the appointment and promotion of the members of the Fire Department.
- (4) To report on the lighting of the City and the erection of electric lamps and the inspection thereof.
- (5) To enquire into and report on the supplying of water and the erection and maintenance of hydrants and other water services.
- (6) To consider and report on all matters connected with the establishment of fire limits, the inspection of buildings with reference thereto and the prosecution of offenders against any such regulations as may be enacted by-By-Law or otherwise for the prevention of fires.
- (7) To consider and report on the manner of Lighting the City Hall and any other public Buildings belonging to the Corporation.
- (8) AND IN PARTICULAR the Fire, Water & Light Committee shall have administration as follows:
- (a) the fixing of all salaries of Fire Department and other servants in connection with the duties to be performed by this committee.
- (b) To deal with Water Works & Fire Department associations and conventions matters.
- (c) to supervise telephone costs of Fire Department and lighting.
- (d) to obtain from the Finance Committee, printing stationery and postage quota.
- (e) To recommend to Finance Committee any discount re-Water rates.
- (f) To recommend to Finance Committee a provision for bad or uncollectible accounts in Water Department.
- (g) To recommend to Finance Committee on salaries of any official or workman under Fire, Water & Light Committee control.
- (h) To recommend to Finance Committee the warehouse management covering equipment under supervision of this Committee:
- (i) To make recommendations to Council re-reservoir and water line repairs.

- (j) To have control of repairs regarding all leaks in Water Lines and Valves.
- (k) To supervise all meter repairs.
- (l) To supervise thawing out of water services whether they be public or private.
- (m) To supervise stand-Pipe repairs and installations.
- (n) To supervise sleeve repairs.
- (o) To report to Council on renewal service of Water Mains and Connections;
- (p) To report to Council on maintenance of all fire trucks and other equipment used by this Department.
- (q) To provide accomodation for the truck operated by Turkey and or in water Department.
- (r) To report to Council on the record of the float at the reservoir;
- (s) To set up a reserve for repairs to equipment now used;
- (t) To report on consumption of electric Power.
- (u) To report on Chlorine and freight on same.
- (v) To control pump house and residence of pump man maintenance.
- (w) To recommend to Council on purchase of new tools, and repairs to same and to those presently used.
- (x) To report on all matters of construction of new Services, new meter installations and new water mains.
- (y) To set up a reserve to cover debentures of water Department and Fire Department as for both principal and interest.
- (z) To set up a reserve for replacement of equipment for Fire and Water Departments.
- (a-1) To report on holidays of members of Fire Department.
- (b-1) To recommend to Council re-uniforms and equipment and any other matters connected with the Fire Department and finally.
- (c-1) To supervise maintenance of guards at Golf Street crossing and the electrical signal system at that point.

17. SECTION 89 shall read as follows:

THE FOLLOWING SHALL BE THE DUTIES OF THE PARKS AND MARKET COMMITTEE, SUBJECT TO APPROVAL OF COUNCIL.

1. To advertise the City and to superintend the donation of such souvenirs and other advertising matter as may be authorized from time to time.
2. To consider jointly with the Finance Committee any report from the Property Committee regarding the leasing and selling of any said property.
3. To maintain and control all property set aside for public parks, squares, boulevards, walks and avenues.
4. To manage and report upon all property connected with the preservation of grounds set apart for public parks, squares, walks, avenues and buildings erected thereon and to prevent encroachments or trespass on such properties.

5. To report on all matters having reference to the fencing, ornamentation and preserving of Parks, squares, gardens walks or avenues and to carry out all work authorized by the Council, in connection therewith.

6. To consider and report on all matters relating to the grounds of local hospitals, public library and all public or semi-Public institutions within the Municipality.

7. To control tourist camp operations and recommend to Council, salaries, re-same.

8. To control tourist Camp supplies and repairs when approved by Council.

9. To recommend as to Gardener's salary; open air rinks; seeds and supplies.

10. General supervision of Lee and Amelian Parks.

11. General supervision of other parks.

12. Water rates in regard to parks.

13. To set up a reserve for parks equipment.

14. To have control of the Market and to recommend as to Clerk's Salary; as to lights at market; fuel consumed at Market; water used at Market.

15. Toilet accomodations at Market and Public Rest rooms.

16. Maintenance of Market, Bathing Beaches and Buildings thereon.

17. Repairs and improvements.

18. To set up a reserve for the renewal of market build buildings or other equipment.

18. SECTION 90 shall read as follows:

THE FOLLOWING SHALL BE THE DUTIES OF THE CONTINGENT INDUSTRIAL AND BY-LAW COMMITTEE SUBJECT TO APPROVAL OF COUNCIL.

1. The Contingent, Industrial and By-Law Committee shall have jurisdiction in all matters in connection with the affairs of the Corporation not specifically assigned hereinbefore to any other Committee and in particular, this Committee shall have charge of recommendations as to salary of the Medical Officer of Health, Sanitary Inspector, Public Health Nurses, Veterinary surgeon;

2. Shall recommend to Finance Committee printing, stationery and postage quota.

3. Shall recommend to Council re-convention expenses of Medical Officer of Health.

4. Cost of telephone.

5. Cost of scavenging disinfectants; and nurses equipment.

6. Contracts in regard to garbage collection, cleaning of dump grounds and inspections only of sewers, septic tanks, Chippawa Creek and any other matters dealing with Health and sanitation.

7. This Committee shall make recommendations to the City Council regarding flushing of sewers, cleaning of septic tanks, cleaning of Chippawa Creek and any other cleaning.

8. This Committee shall have control over the charity and welfare as may from time to time be in force either under or free from the regulations of the Department of Municipal Affairs.

9. Control of funerals and ambulance, Hospitalization generally; Children's Aid Society; Industrial Homes; Home for the aged, as it affects the City Council.

10. This Committee shall report to Council on relief Administration salaries; office equipment, printing, stationery and postage; phones and telegrams; fuel and light, gasoline, for Relief Officer's automobile; re the cutting of wood; re the storing of wood and any other matter that comes within the Relief Administration as directed by the Department of Municipal Affairs;

11. This Committee shall control direct charity; the moving of indigents; direct relief and,

12. Shall also set up a reserve for unforeseen contingencies.

SECTION 91 shall read as follows:

19. The Assessment Committee shall consider and report on all matters relating to assessment and taxation.

20. SECTION 92 shall read as follows:

The Council may from time to time on a majority vote of those present at any regular or special meeting, appoint a Special Committee of three members to deal with any matter within the competence and authority of a Municipal Corporation.

21. SECTIONS 93 to 101 shall be the same as in printed form of by-Law.

22. SECTION 102 shall be the same as in printed by-Law except that the word "Two-Thirds" will be struck out and the word "MAJORITY" put in.

23. SECTIONS 103 to 138 inclusive shall be the same as in printed by-Law.

24. SECTION 139 shall be the same as in printed by-Law except that sub-section (9) will be amended by inserting the words "And TRUCKS" after the word "Teams" in the fourth line thereof.

25. SECTION 140 shall be the same as in printed by-Law with the exception of the word "Five" in the fourth line which will be struck out and the word "FIFTY" inserted in lieu thereof.

26. SECTIONS 141 to 144 inclusive shall be the same as in printed by-Law except the word "Two-thirds" in section 144, line 3, which will be struck out and the word "MAJORITY" inserted in lieu thereof.

27. SECTION 145 shall be the same as in printed by-Law with the exception of the word "Town" which shall be struck out and the word "City" put in.

28. SECTIONS 146 to 162 inclusive shall read the same as in printed by-Law but the word "Town" wherever it occurs shall be struck out and the word "CITY" shall be inserted in lieu thereof.

PASSED THIS 18th DAY OF MARCH A.D. 1940:

H. H. Kelley
Clerk

A. B. Beattie
Mayor