

BY-LAW NO. 1142

*Approved
11/24*

BEING A BY-LAW appointing a Tax Collector and Water Commissioner for the City of North Bay and defining his duties.

WHEREAS it is deemed expedient to appoint a Tax Collector and Water Commissioner for the City of North Bay and also to appoint an Assistant to the Tax Collector and Water Commissioner.

BE IT THEREFORE ENACTED BY THE MUNICIPAL COUNCIL OF THE CITY OF NORTH BAY AS FOLLOWS:-

1. That By-Laws Numbers 1091 and 1108 and 1109 and all other former By-Laws appointing a Tax Collector and Water Commissioner be and the same are hereby repealed.

2. That the duties of the said Tax Collector and Water Commissioner shall be as follows:

(a) To collect all taxes and water rates for the City of North Bay at the time affixed by By-Laws for the collection of same, and pay same over to the Treasurer of the said City of North Bay daily taking his receipts for the same.

(b) To send out yearly notices in January to all consumers of water, showing the amount of quarterly charges for the current year and arrears, if any, and to advertise per date ten days in advance.

(c) To prepare statements of outstanding water rates on the last day of December in each year, and to send to the Mayor and Council.

(d) To direct all water services to be turned off for non-payment of rates, and to direct same to be turned on again when all rates and charges have been paid.

(e) To receive applications on prescribed forms for the installation or renewal of water services and hand the same over to the City Foreman for action.

(f) To see that all provisions of the Waterworks By-Law are properly enforced.

(g) Office hours shall be from 8.30 A.M. to 12 noon and 1.30 P.M. to 5.30 P.M. each and every day exceptions being made for Sundays and Legal holidays. On Saturday his office hours shall be from 8.30 A.M. to 1.00 P.M. On the last three days immediately preceding and including the last date for payment of any instalment of taxes or water rates at par, the office of the Collector and Water Commissioner shall be open from 8.30 A.M. to 5.30 P.M.

(h) The said Tax Collector and Water Commissioner shall devote his whole time to the services of the City exclusively.

3. That John Small be and is hereby appointed Tax Collector and Water Commissioner for the City of North Bay.

4. That John Small shall deposit with the city Clerk a guarantee bond in sufficient amount to be satisfactory to the Council and shall keep the same renewed and in force during the term of his office provided premiums for the same are paid by the City.

5. That the said Tax Collector and Water Commissioner shall be paid at the rate of \$1,800.00 per annum payable semi-monthly.

6. That the City of North Bay shall furnish all necessary stationery and postage.

7. That the terms of engagement of the said Tax Collector and Water Commissioner may be terminated at any time at the pleasure of this Council, without any notice being required to that effect.

8. That Marguerite Conroy be appointed his assistant in connection with the said work at a salary of \$900.00 per annum payable semi-monthly.

9. This By-Law shall be considered to take effect from the 1st day of January, 1934.

Read a First time in Open Council this 5th day of February, 1934.

Read a Second time in Open Council this 5th day of February, 1934.

Rules of Order were suspended and By-Law was read a Third time short and passed this 5th day of February, 1934.

W. G. Bullock

MAYOR

Mr. O. Sawyer

CLERK