

City of Winnipeg Archives

Finding Aid - City of Winnipeg (1874-1971) fonds (1)

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City of Winnipeg Archives

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City of Winnipeg (1874-1971) fonds

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Summary information

Repository:	City of Winnipeg Archives
Title:	City of Winnipeg (1874-1971) fonds
ID:	1
Date:	1874 - 1971 (date of creation)
Physical description:	X m of textual records and other material
Dates of creation, revision and deletion:	

Administrative history / Biographical sketch

Note

The City of Winnipeg, Manitoba was created by Provincial statute in 1873. Its mandate was to govern and provide municipal services to citizens attracted to trade expansion between Upper and Lower Fort Garry and St. Paul, Minnesota. The City sprang from the Red River Settlement, an unincorporated village. Prior to creation of the Province of Manitoba in 1870, the area was administered by the Council of Assiniboia (1835-1870) and local community leaders, primarily Métis, who had camped within a fifty-mile radius of the junction of the Red and Assiniboine rivers since [1733]. Following the Dominion Government of Canada's purchase of land from the Hudson's Bay Company in 1869, the newly formed Province of Manitoba had jurisdiction over the area and began the process of municipal incorporation. Assiniboia had been created in circa 1812 by Lord Selkirk, who brought Scottish agricultural settlers to the area. Since 1874, the City managed its affairs through various boards, commissions, and committees. Affiliations between 1881-1972 were thirteen suburban municipal Councils and, between 1960-1972, the Metropolitan Corporation of Greater Winnipeg (established to co-ordinate service delivery in the metropolitan region).

After 1972, when Chapter 105 of the Statutes of Manitoba came into force, the City of Winnipeg amalgamated with twelve area municipalities and the Metropolitan Corporation of Great Winnipeg into one city government.

The election of the first Council for the Unified City of Winnipeg was held on October 6, 1971 and the new City came into legal existence on January 1, 1972. The new unified City Council consisted of 50 Councillors elected on the basis of one from each of the 50 wards and a Mayor elected from the City-at-large. The Inaugural Meeting of the new Council took place on January 5, 1972.

Thirteen Community Committees were established under the Act; however, in 1974, on the recommendation of the Ward Boundaries Commission, the provincial government enacted legislation reducing the communities from thirteen to twelve while maintaining fifty wards. In 1977, further legislation reduced the communities to six and the wards to twenty-nine. Each had a Community Committee of Council and comprised the Councillors who represented the wards within each particular community.

In 1989, in accordance with the City of Winnipeg Act, a review of the boundaries of the City of Winnipeg was conducted and resulted in a number of changes to the community area boundaries and the number of wards for four of the communities. A subsequent review in 1991 resulted in further legislation passed in 1992, which reduced the communities to five and the wards to fifteen.

Further amendments were made to the City of Winnipeg Act in 1998. The powers of the mayor were increased and changes were made to the political decision-making structure.

In 2003, the City of Winnipeg Act was repealed and replaced with the City of Winnipeg Charter.

Scope and content

Fonds 1 consists of administrative, legislative, financial and photographic records documenting the operation of the City of Winnipeg prior to amalgamation.

A substantial part of the fonds consists of records documenting the debates and decisions of Council, such as Council minutes and by-laws. Also included are minutes of the Board of Control, as well as minutes and reports of other standing and special committees of Council. These records cover a wide range of municipal functions, including finance, land use planning, public works, social services and other municipal services.

Some municipal responsibilities are documented in greater detail in departmental records or records of various boards and commissions. These include parks and recreation, public health and planning. General information about the City of Winnipeg, including elected representatives, history, and statistics can be found in City Clerk's Department records.

Records that document the financial history of the City include tax assessment records, auditors reports and financial statements.

Photographic records document the growth of the City and activities of elected officials, municipal employees, and citizens.

Notes

Title notes

Restrictions on access

There are restrictions on access to some of these records. See lower-level descriptions for more information.

Other notes

- **Publication status:** published
- **Level of detail:** Partial
- **Status description:** Draft
- **Institution identifier:** COWA

Access points

- Multiple media (documentary form)
-

Series descriptions

Series 1-1: Committee on Public Health and Welfare

Creator: Winnipeg (Man.). Committee on Public Health and Welfare

Date: 1874-1971 (date of creation)

Scope and content:

Forms part of Fonds 1. The duties of the Committee on Public Health and Welfare were: to consider and report to Council on matters pertaining to public health, sanitation, licensing, public markets and weigh houses, comfort stations, and some library matters; to report to Council on the work of the Health Department after its formation in 1900; to act as an agent for the Dominion and/or Provincial governments; to liaise with agencies outside of Winnipeg that received or provided services; and to assist persons on social assistance to find employment.

The minutes, communications and reports of the Committee on Public Health and Welfare and the City of Winnipeg Health Department trace decision making, program administration and fiscal accountability of the City for the provision of services under Committee jurisdiction.

The records consist of three sub-series:

Sub-Series 1: Minutes, 1876-1971

Sub-Series 2: Committee on Public Health and Welfare Communications, 1874-1971. Files arranged variously in chronological or file number order.

Sub-Series 3: Reports, Monthly and Annual, Health Department, 1908-1968.

Physical description: 14 m of textual records

77 volumes

Physical location: 50 Myrtle Street

Access points:

- Textual record (documentary form)
- Graphic material (documentary form)
- Architectural drawing (documentary form)

Restrictions on access:

Access to files containing personal and/or sensitive information is restricted.

Conditions governing use:

Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

See lower-level descriptions.

Accruals:

No further accruals are expected.

File / item list

Subseries 1-1-1: Minutes

Creator: Winnipeg (Man.). Committee on Public Health and Welfare

Date: 1876-1971 (date of creation)

Scope and content:

Forms part of Series 1. Subseries consists of minutes for the Committee on Public Health and Welfare, a standing committee of Council. Committee responsibilities changed periodically over the years. As well, the name of the committee changed several times, and this is reflected in the minutes. Minutes typically follow a Council year, as standing committees were struck at the first meeting of each new Council.

1876-1878 Board of Health

1879-1882 Health, Relief and Cemetery Committee

1883-1886 Committee on Health and Relief

1887-1905 Health, Market and License Committee (sometimes Market, License and Health Committee)

1905-1908 Public Health Committee

1909-1957 Committee on Health

1958-1971 Committee on Public Health and Welfare

Physical description: 22 volumes

Physical location: First Floor

Access points:

- Textual record (documentary form)

Location of originals:

A691-A710

Restrictions on access:

There are no restrictions on access to these records.

Conditions governing use:

Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

File list available in Research Room.

Accruals:

No further accruals are expected.

File / item list

Subseries 1-1-2: Communications

Creator: Winnipeg (Man.). Committee on Public Health and Welfare

Date: 1874-1971 (date of creation)

Scope and content:

Forms part of Series 1. Subseries consists of all surviving correspondence directed toward the Committee on Public Health and Welfare. The correspondence dates from the first year of the City of Winnipeg's incorporation, 1874, until its final year as a unique entity, 1971. The correspondence covers a wide variety of topics including matters relating to health and welfare and the Health Department after it was formed in 1900, but also the formation and management of markets, bath houses and comfort stations; library operations and staffing; licensing issues and inspections; complaints about noise, smoke and other nuisances; and, Health Department staff appointments, requests for leave and general staffing issues.

Physical description: 14 m of textual records

Physical location: First Floor

Access points:

- Textual record (documentary form)
- Graphic material (documentary form)
- Architectural drawing (documentary form)

Location of originals:

A570-A690

Restrictions on access:

Access to files containing personal and/or sensitive information is restricted.

Conditions governing use:

Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

File list available in Research Room.

Accruals:

No further accruals are expected.

File / item list

Ref code	Title	Dates	Access status	Container
1-1-2-A618-855(2)-1	Item - North End Farmers' Market	1931	Copyright: Public domain	A618 855(2) 1
1-1-2-A618-855(2)-2	Item - North End Farmers' Market	1931	Copyright: Public domain	A618 855(2) 2

Subseries 1-1-3: Reports

Creator: Winnipeg (Man.). Committee on Public Health and Welfare

Date: 1908-1968 (date of creation)

Scope and content:

Forms part of Series 1. Subseries consists of Health Department Reports submitted to the Committee on Public Health and Welfare. Reports are present for every year with the exception of 1932, for which there are no surviving reports. Annual reports appear for every year except 1939-1947, however complete monthly reports are present for that entire period, and beyond. A monthly periodical, Bulletin, was issued by the Department of Public Health beginning in August, 1911 and continued until at least 1921; copies are present 1911-1918. Photographs are plentiful in the volumes for 1908-1926. Special Reports reflect the health concerns of the time, and include research which was compiled to address health and welfare issues. The name of the department changed periodically over the years:

1908-1918 Department of Public Health
 1919-1928 City Health Department
 1929-1938 Health Department
 1939-1952 City Health Department
 1953-1971 Health Department.

Physical description: 55 volumes

Physical location: First Floor

Access points:

- Textual record (documentary form)

Location of originals:

A711-A732

Restrictions on access:

There are no restrictions on access to these records.

Conditions governing use:

Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

File list available in Research Room.

Accruals:

No further accruals are expected.

File / item list**Series 1-2: Election Records**

Creator: Winnipeg (Man.). City Clerk's Department

Date: 1874 - 1971 (date of creation)

Scope and content:

Forms part of Fonds 1: Series consists of records created, accumulated and used by the City Clerk's Department to run elections for Mayor, Councilors and School Trustees and to record the vote on money by-laws, referenda and plebiscites. The records document the development of election processes including those designed to implement proportional representation in 1920; disputes regarding the counting of the vote and judicial recounts; nomination papers and oaths of office; staffing of election polls; preparation of voters lists; sample posters, ballots and other documentation created to facilitate the electoral process; and voters lists.

The records consist of three sub-series:

Sub-Series 4: Nominations and Results, 1874-1970

Sub-Series 5: Election Working Papers, 1874-1970

Sub-Series 6: Voters Lists, 1881-1970

Physical description: 9.5 m of textual records

66 volumes

Access points:

- Textual record (documentary form)

Restrictions on access:

There are no restrictions on access to these records.

Conditions governing use:

Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

A file list is available.

Accruals:

No further accruals are expected.

File / item list**Subseries 1-2-4: Nominations and Results**

Creator: Winnipeg (Man.). City Clerk's Department

Date: 1874 - 1970 (date of creation)

Scope and content:

Forms part of Series 2, Fonds 1: Subseries consists of records created, accumulated and used by the City Clerk's Department to run elections for Mayor and Councilors (Aldermen) and, after 1891, for School Trustees for Winnipeg School Division No. 1. The records document the nomination process for candidates in all three races, procedures for voting on money by-laws and plebiscites, and the various methods and administrative tools developed to count the vote – from 1920 on, the City of Winnipeg used proportional representation and records trace methods used to calculate quota and transfer votes until a candidate was elected. Records also document judicial recounts, basic administrative processes like ballot destruction after election results were official, and recording Oaths of Office for elected members of Council.

Physical description: 5 m of textual records

Access points:

- Textual record (documentary form)

Location of originals:

A787-A815

Restrictions on access:

There are no restrictions on access to these records.

Conditions governing use:

Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

A file list is available.

Accruals:

No further accruals are expected.

File / item list**Subseries 1-2-5: Election Working Papers**

Creator: Winnipeg (Man.). City Clerk's Department

Date: 1934 - 1971 (date of creation)

Scope and content:

Forms part of Series 2, Fonds 1: Subseries consists of records created, accumulated and used by the City Clerk's Department to run elections for Mayor, Councillors (Aldermen) and School Trustees for Winnipeg School Division No. 1. The records document the process of managing elections including the development of voting procedures, sample ballots and forms, the identification of sites for polls, hiring and training of election workers, complaints, and public notices and publicity for elections.

Physical description: 1 m of textual records

Access points:

- Textual record (documentary form)

Location of originals:

A816-A825

Restrictions on access:

There are no restrictions on access to these records.

Conditions governing use:

Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

A file list is available.

Accruals:

No further accruals are expected.

File / item list**Subseries 1-2-6: Voters Lists**

Creator: Winnipeg (Man.). City Clerk's Department

Date: 1881-1970 (date of creation)

Scope and content:

Forms part of Series 2, Fonds 1: Subseries consists of Voters Lists or Lists of Electors which were compiled for each civic election and used to determine eligibility to vote. Lists were compiled using assessment information. Lists are arranged by ward and poll and offer limited information such as

the names of all those eligible to vote. In certain years, the occupation of each eligible voter is also recorded.

Physical description: 3.5 m of textual records
66 volumes

Access points:

- Textual record (documentary form)

Location of originals:

A833-A928

Restrictions on access:

There are no restrictions on access to these records.

Conditions governing use:

Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

A file list is available.

Accruals:

No further accruals are expected.

File / item list

Series 1-3: Special Committee on Post-War Reconstruction

Creator: Winnipeg (Man.). Special Committee on Post-War Reconstruction

Date: 1942 - 1948 (date of creation)

Scope and content:

Forms part of Fonds 1. The series consists of communications relating to project identification, coordination and planning for post-war reconstruction within the City of Winnipeg. The records are in three folders labeled A49, A49(2) and A49(3). Communications are arranged in chronological order. File code (creator): A49.

Physical description: 4 cm of textual records.

Physical location: 50 Myrtle Street

Note:

Related groups of records within the same fonds:
Special Committees, Minutes, City of Winnipeg (1874-1971), (Series 4).

Access points:

- Textual record (documentary form)

Restrictions on access:

There are no restrictions on access to these records. Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

File list available in Research Room.

Accruals:

No further accruals are expected.

File / item list**Series 1-4: Special Committees, Minutes**

Creator: Winnipeg (Man.)

Date: 1879-1971 (date of creation)

Scope and content:

Forms part of Fonds 1: Series consists of bound minute books for special committees struck by Council. The minute books are chronological and each one contains minutes for multiple special committees active during a given timeframe. In most volumes, a list of special committees and their respective page numbers are recorded on the first few pages of the volume. Not all special committees appear in volume listings and not all page references are complete. Most special committees have associated correspondence and working papers in addition to minutes. These records are separate from minutes. From about 1924 onward, special committees and their associated files were assigned an alpha-numeric code beginning with the letter "A".

Council established special committees to investigate and manage various projects, issues and questions placed before the City. Special committees were typically struck by a Council motion that outlined committee composition and responsibilities, and permanently adjourned once the issue had been resolved or referred to Council with a recommended course of action.

Physical description: 12 volumes

Note:

Related groups of records within the same fonds:
Correspondence and working papers for individual Special Committees.

Access points:

- Textual record (documentary form)

Restrictions on access:

There are no restrictions on access to these records.

Conditions governing use:

Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

A file list is available.

Accruals:

No further accruals are expected.

File / item list

Series 1-5: St. James – Winnipeg Airport Commission

Creator: St. James – Winnipeg Airport Commission

Date: 1930 - 1965 (date of creation)

Scope and content:

Forms part of Fonds 1. The series documents the development of Stevenson Field, which later became the Winnipeg James Armstrong Richardson International Airport. Records consist of communications, plans and agreements relating to the development of the airport, operation of the airport by Transport Canada, and eventual transfer of control to the Winnipeg Airports Authority Inc. in 1997. An Index to File Numbers is included. Records were organized alphabetically by subject, each of which was assigned a number, and files were organized in file number order (in practice, the letter "A" precedes the file number). Files with no file number follow those with file numbers.

Physical description: 1.25 m of textual records.

Physical location: 50 Myrtle Street

Access points:

- Textual record (documentary form)

Restrictions on access:

There are no restrictions on access to these records. Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

File list available in Research Room.

Accruals:

No further accruals are expected.

File / item list**Series 1-6: City Engineer**

Date: 1874-1971 (date of creation)

Scope and content:

Part of City of Winnipeg (1874-1971) fonds. Series consists of records created and maintained by the City Engineer and Engineering Department.

Note:

This is a preliminary description. Please contact the City of Winnipeg Archives for more details.

Access points:

- Multiple media (documentary form)

File / item list**Subseries 1-6-7: Building Inspection, Demolished Buildings, Plans**

Creator: Winnipeg (Man.)

Date: 1881-1954 (date of creation)

Scope and content:

Subseries consists of architectural plans submitted to the City of Winnipeg by persons proposing to construct new buildings or renovate existing structures, all of which have since been demolished. Included are plans for such notable buildings as the Eaton's store on Portage Avenue, the Merchant's Bank on Lombard Avenue, the old Children's Hospital at Redwood and Aberdeen, as well as plans for a variety of schools, theatres, factories and odd civic structures like comfort stations (public washrooms).

Physical description: 1723 sheets of architectural drawings

Restrictions on access:

Fragile: Call for appointment.

File / item list

Ref code	Title	Dates	Access status	Container
1-6-7-1081-13	Item - Club Building for the Columbus Hall Association on the Sout West corner of Graham Avenue	1913	Copyright: Public domain.	
1-6-7-733-19	Item - Business Premises for Mr. F. J. Sharpe, Esq., Portage Avenue	1919	Copyright: Public domain.	
1-6-7-451-16	Item - Lyceum Theatre, 292 Portage Avenue	1916	Copyright: Public domain.	

1-6-7-344-09	Item - Garage for the McLaughlin Carriage Co., Maryland Street and Portage Avenue	1909	Copyright: Public domain.
1-6-7-2676-22	Item - Medical Arts Building corner of Graham & Kennedy	1922	Copyright: Public domain.
1-6-7-2011-11	Item - Business Premises for Mr. Nation, Portage Avenue N. S. Carlton & Edmonton Streets	1911	Copyright: Public domain.
1-6-7-2792-12	Item - Stores on Corner Portage Avenue & Edmonton Street, 383-389 Portage Avenue, 290 Edmonton Street (The Edmonton Block)	1909	Copyright: Public domain.

Subseries 1-6-22: Water Works Department Scrapbook

Date: [ca. 1916]-1932, 1946-1947 (date of creation)

Scope and content:

Forms part of Series 6. Subseries consists of a scrapbook assembled by the Water Works Department. It has three distinct parts ranging in subject matter and material.

First part of scrapbook, pages 21 to 103, contains newspaper clippings (1916-1918) primarily from the Winnipeg Free Press and the Winnipeg Tribune. Subject matter covered in clippings relates to the First World War, municipal government, city workers and labour, foreign politics and other contemporary events.

Second part of scrapbook, pages 136 to 144, contains newspaper clippings, postcards, and other prints (1921-1932) relating to the Water Works Department, its employees as well as other city workers and topics.

Third part of scrapbook, pages 145 to 152, contains newspaper clippings, photographs and various ephemera (ca. 1916-1931) that document various city employees most of whom served in the Water Works Department. It profiles the following people in various levels of detail: John Wilson (Meter Reader), Sidney Holloway (Accountant), John MacTavish, H. C. Thompson (City Treasurer), William Rutherford (Head Meter Reader), Frank Lee Hanson, Robert O. White, Herbert Gray (Alderman), James W. Swan, H. Yost, Alexander Dodds (Cashier), M. Henry, M. Craig, G. L. Jackson, J. Martin, H. B. Teasdale, J. Foster, L. E. Fenton, D. C. Montgomery, G. Goodman, M. Henderson, D. W. (Bud) Steuart (Clerk), Hilda V. Mansell, William J. Jones, Miss M. Shields, J. Olsen and more.

Loose newspaper clippings (1946-1947) appear at front of scrapbook.

Pages 1 to 20 are missing; pages 104 to 135 are blank.

Physical description: 1 vol. (ca. 262 clippings, 20 photographs, 3 postcards, 2 prints, 1 drawing and various ephemera)

Note:

Photograph of D. W. (Bud) Steuart (Clerk, Water Works Department) used in digital exhibit, Staff Favourites – 2014 Collection. Available online: winnipeg.ca/pathways.

Note:

Prepared by SJR, 2015.

Access points:

- Graphic material (documentary form)
- Textual record (documentary form)

Physical condition:

Deterioration of binding and spine; loose papers and items; at risk for information loss.

Restrictions on access:

Extremely fragile: Call for appointment.

Conditions governing use:

Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

A list of photographs in the scrapbook is available.

Conservation:

Preliminary conservation measures taken. When possible, newspaper clippings were photocopied (newsprint culled in this case). Loose items placed in mylar sleeves. Further conservation treatment recommended.

File / item list

Ref code	Title	Dates	Access status	Container
1-6-22-A00052-2-1	Item - J. W. Swan	1917	Copyright: Public domain.	A00052 2 1
1-6-22-A00052-2-2	Item - L. E. Fenton	1917	Copyright: Public domain.	A00052 2 2
1-6-22-A00052-2-3-1	Item - D. W. (Bud) Steuart	1917	Copyright: Public domain.	A00052 2 3
1-6-22-A00052-2-4	Item - [Water Works employee]	1917	Copyright: Public domain.	A00052 2 4
1-6-22-A00052-2-5	Item - [Water Works employees]	1920	Copyright: Public domain.	A00052 2 5

Series 1-8: Better Housing Commission

Creator: Winnipeg (Man.). Better Housing Commission

Date: 1966 - 1971 (date of creation)

Scope and content:

Forms part of Fonds 1. Series documents implementation of The Minimum Standard of Housing By-law through the Better Housing Commission. Records consist of Orders of Non-Conformance to owners of residences, appeals made by building owners, and letters regarding decisions on appeals made by the Commission. The records are generally in chronological order, but not entirely. Some

documents with various dates were originally stapled together as cases were heard at specific meetings.

Physical description: 10 cm of textual records.

Physical location: 50 Myrtle Street

Access points:

- Textual record (documentary form)

Restrictions on access:

There are no restrictions on access to these records. Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

File list available in Research Room.

Accruals:

No further accruals are expected.

File / item list

Series 1-11: Special Committee on Housing Conditions

Creator: Winnipeg (Man.). Special Committee on Housing Conditions

Date: 1933 - 1957 (date of creation)

Scope and content:

Forms part of Fonds 1. The series consists of communications, reports and plans created and received by the Special Committee on Housing Conditions between 1933 and 1957. Included are reports and publications regarding housing issues in Winnipeg and other jurisdictions, records of the Winnipeg Housing Company Limited, minutes and report of the Fact Finding Board of 1947, reports of the Emergency Housing Department, and numerous architectural and site plans for proposed housing projects. The file code for this special committee was A19 (missing are volumes 2-11).

The records consist of 3 sub-series:

Sub-Series 18: Winnipeg Housing Company Limited, 1931-1945

Sub-Series 19: Fact Finding Board in Respect of Housing in General in Winnipeg, 1947

Sub-Series 20: Communications, 1941-1957

Physical description: 1.25 m of textual records.

Access points:

- Textual record (documentary form)

Restrictions on access:

Access to files containing case histories is restricted. Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

File list available in Research Room.

Related material:

See also Special Committees, Minutes, City of Winnipeg (1874-1971), (Series 4).

Accruals:

No further accruals are expected.

File / item list

Subseries 1-11-18: Winnipeg Housing Company Limited

Creator: Winnipeg (Man.). Special Committee on Housing Conditions

Creator: Winnipeg (Man.). Special Committee on Housing Conditions, Winnipeg Housing Company Limited

Date: 1933 - 1957 (date of creation)

Date: 1931 - 1945 (date of creation)

Scope and content:

Forms part of Series 11, Fonds 1. Subseries consists of minutes, communications, reports, speeches, incorporation papers, blueprints for a demonstration home, photographs of the demonstration home, and requests for information from citizens interested in city built homes. The records were created or received by Alderman R. A. Sara in his capacity as Secretary-Treasurer of the Winnipeg Housing Company Limited, a company created by the City to facilitate construction of low cost housing. The records are in chronological order (requests for information from citizens are in alphabetical order).

Physical description: 0.3 m of textual records.

Physical location: 50 Myrtle Street

Note:

Related groups of records within the same fonds:
Special Committees, Minutes, City of Winnipeg (1874-1971)
Council Minutes, City of Winnipeg (1874-1971).

Access points:

- Textual record (documentary form)

Restrictions on access:

There are no restrictions on access to these records. Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

File list available in Research Room.

Accruals:

No further accruals are expected.

File / item list

Subseries 1-11-19: Fact Finding Board on Housing Conditions

Creator: Winnipeg (Man.). Special Committee on Housing Conditions. Fact Finding Board on Housing Conditions

Creator: Winnipeg (Man.). Special Committee on Housing Conditions

Date: 1947 (date of creation)

Date: 1933 - 1957 (date of creation)

Scope and content:

Forms part of Series 11, Fonds 1. Subseries consists of minutes, correspondence, reports on housing availability and costs for emergency housing, transcripts of public meetings and a copy of the final report of the Fact Finding Board. The records are in chronological order.

Physical description: 5 cm. of textual records.

Physical location: 50 Myrtle Street

Note:

Related groups of records within the same fonds:
Council Minutes, City of Winnipeg (1874-1971).

Access points:

- Textual record (documentary form)

Restrictions on access:

There are no restrictions on access to these records. Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

File list available in Research Room.

Accruals:

No further accruals are expected.

File / item list

Subseries 1-11-20: Communications

Creator: Winnipeg (Man.). Special Committee on Housing Conditions

Date: 1941-1957 (date of creation)

Scope and content:

Forms part of Series 11, Fonds 1. Subseries consists of correspondence, reports and architectural and site plans regarding housing availability, construction and maintenance for housing under the control of the City of Winnipeg. It also contains information on various programs of municipal, provincial and federal governments as they tried to address housing scarcity issues – for example, Wartime Housing Ltd. In later years, family and individual case histories for people seeking shelter are included in the files. The records are in chronological order.

Physical description: 0.8 m of textual records.

Note:

Related groups of records within the same fonds:
Council, Minutes, City of Winnipeg (1874-1971).

Access points:

- Textual record (documentary form)

Restrictions on access:

There are no restrictions on access to these records. Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

File list available in Research Room.

Accruals:

No further accruals are expected.

File / item list

Series 1-26: Winnipeg Board of Parks and Recreation

Creator: Winnipeg (Man.). Winnipeg Board of Parks and Recreation

Date: 1892 - 1971 (date of creation)

Scope and content:

Forms part of Fonds 1. The Winnipeg Board of Parks and Recreation was responsible for managing all public parks located in the City of Winnipeg. The Board had the power to employ appropriate staff; pass by-laws regarding the use, protection and governance of City parks; assess and levy rates to cover costs for park improvements; and to acquire, expropriate and dispose of land for park purposes. The Board was required to keep records regarding its decisions and financial transactions.

The minutes, by-laws, communications and reports of the Winnipeg Board of Parks and Recreation trace the development of public park space in Winnipeg.

The records consist of five sub-series:

Sub-Series 10: Minutes, 1893-1964

Sub-Series 11: Minutes, Standing and Special Committees, 1893-1964

Sub-Series 12: Communications, 1901-1931. Bound Letter Press volumes and loose correspondence

Sub-Series 13: Reports, 1892-1971

Sub-Series 14: By-Laws, 1928-1963

Physical description: 3.5 m of textual records.

Physical location: 50 Myrtle Street

Note:

Related groups of records within the same fonds:

Council, Minutes

Council, By-Laws

Committee on Parks and Recreation

Playgrounds Commission

Access points:

- Textual record (documentary form)

Restrictions on access:

There are no restrictions on access to these records. Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

File List available in Research Room.

Accruals:

No further accruals are expected.

File / item list

Subseries 1-26-10: Minutes

Creator: Winnipeg (Man.). Winnipeg Board of Parks and Recreation

Date: 1893-1964 (date of creation)

Scope and content:

Forms part of Series 26, Fonds 1. Subseries consists of minutes of the City of Winnipeg Public Parks Board.

Physical description: 1 m of textual records
38 volumes

Physical location: 50 Myrtle Street

Access points:

- Textual record (documentary form)

Restrictions on access:

There are no restrictions on access to these records. Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

File list available in Research Room.

Accruals:

No further accruals are expected.

File / item list**Subseries 1-26-11: Standing and Special Committees Minutes**

Creator: Winnipeg (Man.). Winnipeg Board of Parks and Recreation

Date: 1893-1964 (date of creation)

Scope and content:

Forms part of Series 26, Fonds 1. Subseries consists of minutes of the Standing Committees of the Public Parks Board for the City of Winnipeg: the Finance Committee, Boulevards and Tree Committee, Parks Committee, Cemetery Committee, Recreation Committee and Golf Committee. It also contains Special or sub-committee minutes which addressed specific issues.

Physical description: 0.875 m of textual materials
5 volumes

Physical location: 50 Myrtle Street

Access points:

- Textual record (documentary form)

Restrictions on access:

There are no restrictions on access to these records. Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

File list available in Research Room.

Accruals:

No further accruals are expected.

File / item list

Subseries 1-26-12: Communications

Creator: Winnipeg (Man.). Winnipeg Board of Parks and Recreation

Date: 1901-1931 (date of creation)

Scope and content:

Forms part of Series 26, Fonds 1. Subseries consists of bound letter press volumes and loose correspondence of the Winnipeg Board of Parks and Recreation.

Physical description: 0.75 m of textual records.

Physical location: 50 Myrtle Street

Access points:

- Textual record (documentary form)

Restrictions on access:

There are no restrictions on access to these records. Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

File list available in Research Room.

Accruals:

No further accruals are expected.

File / item list

Subseries 1-26-13: Reports

Creator: Winnipeg (Man.). Winnipeg Board of Parks and Recreation

Date: 1892-1971 (date of creation)

Scope and content:

Forms part of Series 26, Fonds 1. Subseries consists of annual reports of the Public Parks Board of Winnipeg and the Winnipeg Board of Parks and Recreation.

Physical description: 1 m of textual records
12 volumes

Physical location: 50 Myrtle Street

Access points:

- Textual record (documentary form)

Restrictions on access:

There are no restrictions on access to these records. Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

File list available in Research Room.

Accruals:

No further accruals are expected.

File / item list

Subseries 1-26-14: By-laws

Creator: Winnipeg (Man.). Winnipeg Board of Parks and Recreation

Date: 1928-1963 (date of creation)

Scope and content:

Forms part of Series 26, Fonds 1. Subseries consists of By-laws passed by the Public Parks Board and the Winnipeg Board of Parks and Recreation.

Physical description: 5 cm of textual records.

Physical location: 50 Myrtle Street

Access points:

- Textual record (documentary form)

Restrictions on access:

There are no restrictions on access to these records. Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

File list available in Research Room.

Accruals:

No further accruals are expected.

File / item list

Series 1-27: Municipal Manuals

Creator: Winnipeg (Man.). City Clerk's Department

Date: 1904 - 1971 (date of creation)

Scope and content:

Forms part of Fonds 1: Series consists of publications produced by the City Clerk's Department on an annual basis. Information was gathered from city departments and includes a broad range of data, past and present, reflecting Winnipeg's political and administrative structure and general activities under the city's jurisdiction. Volumes contain historical facts, election results, a description of Council, appointments to Standing and Special Committees and Public Boards, descriptions of civic departments and statistics on services delivered by the City. The first issue in 1904 consisted of only 20 pages. The manual changed over the years and grew in size as new material was added. The series continues after the formation of Unicity in 1972.

Physical description: 71 volumes

Physical location: 50 Myrtle Street

Access points:

- Textual record (documentary form)

Restrictions on access:

There are no restrictions on access to these records. Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

File List available in Research Room.

Accruals:

No further accruals are expected.

File / item list

Series 1-31: Winnipeg War Memorial Committee

Creator: Winnipeg (Man.). Winnipeg War Memorial Committee

Date: 1927 - 1929 (date of creation)

Scope and content:

Forms part of Fonds 1. Series consists of minutes and communications of the Winnipeg War Memorial Committee and its two working committees: Site Committee and Design Committee. Included are reports, letters and newspaper clippings regarding site selection, the design competition and award, construction, unveiling ceremony, and committee wrap-up in August of 1929. The records are in chronological order.

Physical description: 5 cm of textual records.

Physical location: 50 Myrtle Street

Access points:

- Textual record (documentary form)

Restrictions on access:

There are no restrictions on access to these records. Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

File List available in Research Room.

Accruals:

No further accruals are expected.

File / item list**Series 1-33: Playgrounds Commission**

Creator: Winnipeg (Man.). Playgrounds Commission

Date: 1908 - 1919 (date of creation)

Scope and content:

Forms part of Fonds 1. Series consists of minutes and financial records of the Committee on Public Playgrounds for Winnipeg, the Playgrounds Association of the City of Winnipeg and the Playgrounds Commission as well as minutes for various special or sub-committees formed to undertake specific tasks. The minutes are in chronological order.

Physical description: 7 cm. Textual Records.

Physical location: 50 Myrtle Street

Note:

Related groups of records within the same fonds:
 Council, Minutes
 Council, By-Laws

Winnipeg Board of Parks and Recreation.

Access points:

- Textual record (documentary form)

Restrictions on access:

There are no restrictions on access to these records. Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

File list available in Research Room.

Accruals:

No further accruals are expected.

File / item list

Series 1-37: Special Food Committee

Creator: Winnipeg (Man.). Special Food Committee

Date: 1919 (date of creation)

Scope and content:

Forms part of Fonds 1. Series consists of reports, communications, small cardboard poster, and lists of schools and workers engaged by the City Health Department to distribute milk during the 1919 strike in Winnipeg.

Physical description: 1 cm of textual records.

Physical location: 50 Myrtle Street

Access points:

- Textual record (documentary form)
- General Strike, Winnipeg, Man., 1919 (subject)

Restrictions on access:

There are no restrictions on access to these records.

Conditions governing use:

Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

File list available in Research Room.

Accruals:

No further accruals are expected.

File / item list**Series 1-38: Special Publicity Committee**

Creator: Winnipeg (Man.). Special Publicity Committee

Date: 1919 - 1920 (date of creation)

Scope and content:

Forms part of Fonds 1. Series consists of communications referred to the Special Publicity Committee between April and October of 1919 regarding a proposed advertising campaign for the City of Winnipeg.

Physical description: 1 cm of textual records

Physical location: 50 Myrtle Street

Access points:

- Textual record (documentary form)

Restrictions on access:

There are no restrictions on access to these records. Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

File list available in Research Room.

Accruals:

No further accruals are expected.

File / item list**Series 1-39: Special Committee to Investigate Charges regarding Purchase of Motor Trucks**

Creator: Winnipeg (Man.). Special Committee to Investigate Charges regarding Purchase of Motor Trucks

Date: 1920 (date of creation)

Scope and content:

Forms part of Fonds 1. Series consists of communications and reports created and received in February of 1920 alleging and refuting bias on the part of the City when purchasing vehicles for City purposes.

Physical description: 0.1 cm of textual records.

Physical location: 50 Myrtle Street

Note:

Related groups of records within the same fonds:
Special Committees, Minutes.

Access points:

- Textual record (documentary form)

Restrictions on access:

There are no restrictions on access to these records. Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

File list available in Research Room.

Accruals:

No further accruals are expected.

File / item list

Series 1-42: Special Committee on the Future of the Winnipeg Board of Parks and Recreation

Creator: Winnipeg (Man.). Special Committee on the Future of the Winnipeg Board of Parks and Recreation

Date: 1962 - 1963 (date of creation)

Scope and content:

Forms part of Fonds 1. Series consists of communications relating to proposed changes to the relationship between the Winnipeg Board of Parks and Recreation and the City of Winnipeg occasioned by the Metropolitan Corporation of Greater Winnipeg's takeover of golf courses and large parks in the greater Winnipeg area. The records are contained in one folder and are in chronological order.

The file code for this special committee was A107.

Physical description: 0.5 cm of textual records.

Physical location: 50 Myrtle Street

Note:

Related groups of records within the same fonds:
Special Committees, Minutes
Council, Minutes

Council, By-Laws.

Access points:

- Textual record (documentary form)

Restrictions on access:

There are no restrictions on access to these records. Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

File list available in Research Room.

Accruals:

No further accruals are expected.

File / item list

Series 1-43: Special Committee to Enquire into the Employment of Married Women

Creator: Winnipeg (Man.). Special Committee to Enquire into the Employment of Married Women

Date: 1924 (date of creation)

Scope and content:

Forms part of Fonds 1. Series consists of communications and detailed reports from City Departments noting the names of all City employees, identifying in particular married women employed by the City and City employees who were not residents of the City. The records are contained in one folder and cover the period July – September of 1924.

Physical description: 1 cm of textual records.

Physical location: 50 Myrtle Street

Note:

Related groups of records within the same fonds:
Special Committees, Minutes
Council, Minutes

Access points:

- Textual record (documentary form)

Restrictions on access:

There are no restrictions on access to these records. Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

File list available in Research Room.

Accruals:

No further accruals are expected.

File / item list**Series 1-44: Special Committee on Investigation of the Fire Department**

Creator: Winnipeg (Man.). Special Committee on Investigation of the Fire Department

Date: 1916 - 1920 (date of creation)

Scope and content:

Forms part of Fonds 1. Series consists of communications and detailed reports regarding staffing levels and equipment in use by the Fire Department during this period, as well as the availability and pressure of water required to fight fires in various districts of the City. The file includes: a 1916 report on domestic water supply; copy of recommendations following the Stovel fire in 1916; copy of recommendations following the Enderton fire of 1918; blank application for employment with the Fire Department; transcript of meeting held in March of 1920 with statements from firemen who had been dismissed for going out on strike in 1919; departmental organization chart; map sheets showing location of water supply (in poor condition); detailed drawing of sewer structure. The records are contained in one folder and are in chronological order.

Physical description: 2 cm of textual records.

Physical location: 50 Myrtle Street

Note:

Related groups of records within the same fonds:
Special Committees, Minutes
Council, Minutes
Committee on Fire, Water, Light and Power, Minutes
Committee on Public Safety, Minutes
Committee on Public Safety, Communications.

Access points:

- Textual record (documentary form)

Restrictions on access:

There are no restrictions on access to these records. Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

File list available in Research Room.

Accruals:

No further accruals are expected.

File / item list

Series 1-54: Committee on Finance

Creator: Winnipeg (Man.). Committee on Finance

Date: 1874-1971 (date of creation)

Scope and content:

Forms part of Fonds 1. Series consists of the minutes, communications, and reports of the Committee on Finance, and the records of its sub-committee, the Committee on Finance Claims.

The minutes, communications, and reports of the Finance Committee contain a wide range of information relating to works undertaken by the City, program administration, policy implementation, employment practices, and fiscal accountability of the City for the provision of services under Committee jurisdiction.

The records consist of 4 subseries:

Subseries 34: Minutes, 1883-1906, 1919-1971.

Subseries 35: Communications, 1874-1971.

Subseries 36: Reports, 1874-1903.

Subseries 37: Committee on Finance Claims, 1954-1971.

Physical description: 48.63 m of textual records

65 volumes

Language of the material:

English

Note:

Other sources of financial information for the City of Winnipeg:

Auditor's Reports, 1883-1910

City Controller's Annual Reports (1910-1930)

City of Winnipeg Annual Financial Reports (1931-1954, 1956, 1960, 1962, 1964).

Access points:

- Textual record (documentary form)

Restrictions on access:

Access to files less than 100 years old containing personal information may be restricted.

Conditions governing use:

Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

See lower-level descriptions.

Accruals:

No further accruals are expected.

File / item list

Subseries 1-54-34: Minutes

Creator: Winnipeg (Man.). Committee on Public Safety

Date: 1883-1906, 1919-1971 (date of creation)

Scope and content:

Forms part of Series 54. Subseries consists of minutes for the Committee on Finance, a standing committee of Council. The minutes of the Finance Committee contain a wide range of information relating to works undertaken by the City, employment practices, contract administration and policy implementation. Minutes of the Finance Committee also contain financial information for all other committees, which were required to report to the Finance Committee on any budget items. Indexes are included.

Physical description: 65 volumes

Language of the material:

English

Access points:

- Textual record (documentary form)

Physical condition:

Minute book volumes are mainly in good condition, although the bindings and pages of some are fragile and should be handled with care.

Restrictions on access:

There are no restrictions on access to these records.

Conditions governing use:

Researchers are responsible for observing Canadian copyright regulations.

Accruals:

No further accruals are expected.

File / item list

Subseries 1-54-35: Communications

Creator: Winnipeg (Man.). Committee on Finance

Date: 1874-1971 (date of creation)

Scope and content:

Forms part of Series 54. Subseries consists of Communications packfiles from the Committee on Finance. Packfiles include letters, estimates, and reports from other committees and organizations.

Physical description: 47.93 m of textual records

Language of the material:

English

Access points:

- Textual record (documentary form)

Physical condition:

Condition ranges from good to fragile.

Arrangement:

Original order maintained. File arrangement varies between chronological or file number order.

Restrictions on access:

Access to files less than 100 years old containing personal information may be restricted.

Conditions governing use:

Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

A file list is available for records created between 1919 and 1971.

Accruals:

No further accruals are expected.

File / item list

Subseries 1-54-36: Reports

Creator: Winnipeg (Man.). Committee on Finance

Date: 1874-1903 (date of creation)

Scope and content:

Forms part of Series 54. Subseries consists of the reports of the Committee on Finance from the years 1874-1903. Reports include dates read and adopted, and contain correspondence to committees, appropriation balance forms, tenders, records of attendance at meetings, and accounts to and from the comptroller.

Physical description: 0.2 m of textual records

Access points:

- Textual record (documentary form)

Restrictions on access:

Access to files less than 100 years old containing personal information may be restricted.

Conditions governing use:

Researchers are responsible for observing Canadian copyright regulations.

Accruals:

No further accruals are expected.

File / item list

Subseries 1-54-37: Committee on Finance Claims

Creator: Winnipeg (Man.). Committee on Finance

Date: 1954-1971 (date of creation)

Scope and content:

Forms part of Series 54. Subseries consists of the packfiles of the Committee on Finance Claims, a sub-committee of the Committee on Finance. Packfiles include communications records. Minutes for the sub-committee may be found within the Minute books of the Committee on Finance.

Physical description: 0.5 m of textual records

Language of the material:

English

Access points:

- Textual record (documentary form)

Restrictions on access:

Access to files less than 100 years old containing personal information may be restricted.

Conditions governing use:

Researchers are responsible for observing Canadian copyright regulations.

Accruals:

No further accruals are expected.

File / item list**Series 1-58: Special Committee on Amalgamation**

Creator: Winnipeg (Man.). Special Committee on Amalgamation

Date: 1918 (date of creation)

Scope and content:

Forms part of Fonds 1. Series consists of detailed reports on responsibilities and staffing complements for all city departments, draft Report of the Special Committee on Survey of Civic Administration and Question of Consolidation of Departments. The departmental reports contain staff lists including years of service and salary by position as well as detailed information on departmental responsibilities.

Physical description: 5 cm of textual records.

Physical location: 50 Myrtle Street

Note:

Related groups of records within the same fonds:
Special Committees, Minutes
Council, Minutes
Committee on Fire, Water, Light and Power, Minutes
Committee on Public Safety, Minutes
Committee on Public Safety, Communications

Access points:

- Textual record (documentary form)

Restrictions on access:

There are no restrictions on access to these records. Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

File list available in Research Room.

Accruals:

No further accruals are expected.

File / item list**Series 1-59: Statutory Declarations**

Creator: Winnipeg (Man.)

Date: 1874 - 1971 (date of creation)

Scope and content:

Forms part of Fonds 1. Series consists of statutory declarations signed by incoming aldermen, mayors and civic officials. Most declarations are made on printed forms and contain the name and position of the person signing the declaration, as well as information on land ownership in the case of persons elected to council. Included in the series are declarations for the first Mayor of the City of Winnipeg, Francis Cornish, and the first City Clerk for the City of Winnipeg, Alexander MacDougall Brown. The series is not complete. Declarations are also found in Series 2, Election Records.

Physical description: 31 cm of textual records

Physical location: 50 Myrtle Street

Access points:

- Textual record (documentary form)

Restrictions on access:

There are no restrictions on access to these records. Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

File list is available in Research Room.

Accruals:

No further accruals are expected.

File / item list**Series 1-60: City Hall Press Cards**

Creator: Winnipeg (Man.). City Clerk's Department

Date: 1959 - 1977 (date of creation)

Scope and content:

Forms part of Fonds 1. Series consists of a handwritten list of the names of journalists issued press cards from circa 1959 until 1977. Included are thumbnail photographs of radio, print and television journalists and a few signed press cards. The entries are chronological.

Physical description: 0.5 cm of textual records

Thumbnail photographs

Physical location: 50 Myrtle Street

Access points:

- Multiple media (documentary form)

Restrictions on access:

There are no restrictions on access to these records. Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

File list available in Research Room.

Accruals:

No further accruals are expected.

File / item list

Series 1-61: Special Committee to Investigate Inspection Services

Creator: Winnipeg (Man.). Special Committee to Investigate Inspection Services

Date: 1922 (date of creation)

Scope and content:

Forms part of Fonds 1. Series consists of information gathered from departments by the Special Committee to Investigate Inspection Services. Information in departmental reports includes the names and salaries of inspectors, duties performed, statistics regarding infractions and charges under the various by-laws governing city markets and food vendors, licensing of premises, sewer and water connections, scavenging (solid waste pick-up), and sanitary conditions in commercial buildings and housing stock.

Physical description: 1 cm of textual records.

Physical location: 50 Myrtle Street

Note:

Related groups of records within the same fonds:
Special Committees, Minutes
Special Committee on Reorganization and Administration of Civic Departments.

Access points:

- Textual record (documentary form)

Restrictions on access:

There are no restrictions on access to these records. Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

File list available in Research Room.

Accruals:

No further accruals are expected.

File / item list

Series 1-62: Special Committee on Organization and Administration of Civic Departments

Creator: Winnipeg (Man.). Special Committee on Organization and Administration of Civic Departments

Date: 1923 - 1926 (date of creation)

Scope and content:

Forms part of Fonds 1. Series consists of information gathered from departments and other jurisdictions in Canada and the United States by the Special Committee on Organization and Administration of Civic Departments. Information requested of other jurisdictions was laid out in a questionnaire and covered such things as the form of administration employed for protecting persons and property, health and sanitation, transportation, education, recreation, public charities and financial management – a sample of the questionnaire is contained in the file. Included are an Organization Chart for the City of Winnipeg, revised 1923; Statement of Employees Shown on August Paylists 1923; Statement of Number of Employees and Amount Paid in Salaries, 1915, 1922, 1923; Statement of Number of Employees and Amount Paid, 1915-1923.

Physical description: 2 cm of textual records.

Physical location: 50 Myrtle Street

Note:

Related groups of records within the same fonds:
Special Committees, Minutes.

Access points:

- Textual record (documentary form)

Restrictions on access:

There are no restrictions on access to these records. Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

File list available in Research Room.

Accruals:

No further accruals are expected.

File / item list

Series 1-63: Special Committee on Consolidation of By-laws Defining Duties of Council and Committees and Officers of the City

Creator: Winnipeg (Man.). Special Committee on Consolidation of By-Laws Defining Duties of Council and Committees and Officers of the City

Date: 1921 (date of creation)

Scope and content:

Forms part of Fonds 1. Series consists of information gathered from departments relating to proposed amendments to by-laws defining duties of council, committees and civic officers. Reports from department heads outline their primary responsibilities and the number of staff under their jurisdiction, as well as duties that may be more suitably assigned to another department. Included are several departmental organization charts and rough minutes of the committee.

Physical description: 1 cm of textual records.

Physical location: 50 Myrtle Street

Note:

Related groups of records within the same fonds:
Special Committees, Minutes.

Access points:

- Textual record (documentary form)

Restrictions on access:

There are no restrictions on access to these records. Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

File list available in Research Room.

Accruals:

No further accruals are expected.

File / item list

Series 1-64: Special Committee on Arrangement of Committees for Incoming Council

Creator: Winnipeg (Man.). Special Committee on Arrangement of Committees for Incoming Council

Date: 1918 - 1922 (date of creation)

Scope and content:

Forms part of Fonds 1. Series consists of information gathered from departments and other jurisdictions in Canada regarding committee roles and the alignment of departments to council committees. Included are: Report of the Special Committee on Survey of Civic Administration and Question of Consolidation of Departments, 1918; organizational charts showing: Suggested Plan of Re-Arrangement of Committees and Supervision of Departments; Present Council and Committees of Civic Departments; draft by-law to amend By-Law No. 9351, being a By-Law of the said City to regulate the proceedings in Council and in the Committees thereof.

Physical description: 1 cm of textual records.

Physical location: 50 Myrtle Street

Note:

Related groups of records within the same fonds:
Special Committees, Minutes.

Access points:

- Textual record (documentary form)

Restrictions on access:

There are no restrictions on access to these records. Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

File list available in Research Room.

Accruals:

No further accruals are expected.

File / item list

Series 1-81: Civic Charities Endorsement Bureau

Creator: Winnipeg (Man.). Civic Charities Endorsement Bureau

Date: 1931 - 1970 (date of creation)

Scope and content:

Forms part of Fonds 1. Series consists of reports, forms and documentation submitted by organizations seeking permission to solicit funds from the citizens of Winnipeg. Included are application forms,

annual and financial reports of organizations, correspondence directed to and sent from the Civic Charities Endorsement Bureau, minutes and verbatim reports of Bureau deliberations, telephone poll results regarding requests from organizations, and police reports on unsanctioned solicitation or suspected cases of fraud. For the most part, files are arranged alphabetically by organization name and cover a wide range of organization types from community clubs to service clubs, health care agencies, hospitals, homes for seniors and orphaned children, and organizations formed in aid of disasters in other countries. A secondary series of files labeled "Miscellaneous, 'A', 'B', 'C'" etc. contains alphabetical files and correspondence from obscure groups or organizations. Bureau minutes are in chronological order, with minutes numbered sequentially each year. Early files of the Bureau were destroyed.

Physical description: 6 m. of textual records.

Physical location: 50 Myrtle Street

Access points:

- Textual record (documentary form)

Restrictions on access:

There are no restrictions on access to these records. Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

File list available in Research Room.

Accruals:

No further accruals are expected.

File / item list

Series 1-82: Cornerstone Casket, 1875

Date: 1875 (collection) (date of creation)

Date: 1871-1875 (date of creation)

Scope and content:

Forms part of Fonds 1, City of Winnipeg (1874-1971): Series 82 consists of items contained in a casket prepared by City Council for placement in the cornerstone of the City's first city hall. Not long after incorporation, City Council proposed construction of a city hall. A site on Main Street between William and Market Avenues was selected. On August 17, 1875, the cornerstone of the new city hall was laid with Masonic honors by Grand Master the Rev. Dr. Clark and officers of the Grand Lodge. A civic holiday was declared to mark the occasion, and speeches were made by Chief Justice Wood, the Hon. R. S. Davis, Premier of Manitoba, and American Consul James Wickes Taylor. At the ceremony, a casket was deposited into the cornerstone ' the casket contained coins, bills, newspapers and photographs of the City. Today, such a box would be called a time capsule.

Completed in 1876 and formally opened on March 14 of that year, the first city hall suffered chronic structural problems. Repairs were attempted, but were not successful, and for some time, the building was propped up with wooden braces until it was finally judged unsound and demolished in 1883. At demolition, the casket was removed and eventually placed into the cornerstone of the second city hall. When this building was demolished in 1962, the caskets were moved to a bank safety deposit box and then to the Archives.

Physical description: 21 photographic prints and other material

Note:

No further accruals are expected.

Access points:

- Winnipeg (Man.)

Restrictions on access:

There are no restrictions on access to these records. Researchers are responsible for observing Canadian copyright regulations.

File / item list

Ref code	Title	Dates	Access status	Container
1-82-A569-1-1	Item - Members and Officials of the Council of the City of Winnipeg, 1874	1874	Copyright: Public domain.	A569 1 1
1-82-A569-1-2	Item - Members and Officials of the Council of the City of Winnipeg, 1875	1875	Copyright: Public domain.	A569 1 2
1-82-A569-1-3	Item - Winnipeg Fire Brigade, July 1, 1875	1875	Copyright: Public domain.	A569 1 3
1-82-A569-1-4	Item - Part of East Ward, St. Boniface in the distance	1875	Copyright: Public domain.	A569 1 4
1-82-A569-1-5	Item - Point Douglas looking north with Market foundation in foreground, August 1875	1875	Copyright: Public domain.	A569 1 5
1-82-A569-1-6	Item - Point Douglas from Courthouse, 1874	1874	Copyright: Public domain.	A569 1 6
1-82-A569-1-7	Item - Winnipeg, Main Street looking south, Summer 1875	1875	Copyright: Public domain.	A569 1 7
1-82-A569-1-8	Item - First arrival of Mennonites, 1874	1874	Copyright: Public domain.	A569 1 8
1-82-A569-1-9	Item - Winnipeg, West Ward, Point Douglas north of Browns Bridge, 1875	1875	Copyright: Public domain.	A569 1 9
1-82-A569-1-10	Item - Winnipeg, Main Street looking south, Spring of 1874	1874	Copyright: Public domain.	A569 1 10
1-82-A569-1-11	Item - Winnipeg, East Ward, north of Browns Bridge, 1875	1875	Copyright: Public domain.	A569 1 11
1-82-A569-1-12	Item - Main Street looking north from Portage Avenue	1874	Copyright: Public domain.	A569 1 12
1-82-A569-1-13	Item - Riel's Cabinet of 1869-1870	1869	Copyright: Public domain.	A569 1 13

1-82-A569-1-14	Item - Pontoon Bridge, Fort Garry and Warehouse from south side Assiniboine River	1874	Copyright: Public domain.	A569 1 14
1-82-A569-1-15	Item - Grasshoppers, 1875	1875	Copyright: Public domain.	A569 1 15
1-82-A569-1-16	Item - Winnipeg Water Works, 1871	1871	Copyright: Public domain.	A569 1 16
1-82-A569-1-17	Item - St. Boniface, 1872	1872	Copyright: Public domain.	A569 1 17
1-82-A569-1-18	Item - Monster Grasshopper, 1875	1875	Copyright: Public domain.	A569 1 18
1-82-A569-1-19	Item - J. L. Reid's arrival from the west	1873	Copyright: Public domain.	A569 1 19
1-82-A569-1-20	Item - Grasshoppers, 1875	1875	Copyright: Public domain.	A569 1 20
1-82-A569-1-21	Item - Grace Church, Winnipeg, 1872	1872	Copyright: Public domain.	A569 1 21

Series 1-83: Cornerstone Casket, 1884

Creator: Winnipeg (Man.)

Date: 1875-1884 (date of creation)

Scope and content:

Forms part of Fonds 1, City of Winnipeg (1874-1971): Series 83 consists of items contained in a casket prepared by City Council for placement in the cornerstone of the City's second city hall. Shortly after Winnipeg's first city hall was demolished in 1883, City Council called for plans and specifications to construct a second city hall. The cornerstone for this new building was laid on July 20, 1884 by Mayor Logan, with speeches from Captain Scott, Aldermen Mulvey, Wilson and Drewry and American Consul James Wickes Taylor, among others. The casket from Winnipeg's first city hall was placed into the cornerstone for the new city hall, along with a second smaller casket which contained a number of civic publications, coins and photographs. Affectionately known as the "Gingerbread" building, the second city hall served Winnipeg until it was demolished in 1962 to make way for construction of the new civic centre. Upon demolition, the caskets were removed and opened and the contents moved to a bank safety deposit box and then to the Archives.

Physical description: 40 photographic prints and other material

Access points:

- Graphic material (documentary form)

Restrictions on access:

There are no restrictions on access to these records. Researchers are responsible for observing Canadian copyright regulations.

File / item list

Ref code	Title	Dates	Access status	Container
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City of Winnipeg (1874-1971) fonds

1-83-A569-2	Item - Dewar[?] [Robert], Contractor	1884	Copyright: Public domain.	A569 2
1-83-A569-3	Item - Health Inspector Kerr	1884	Copyright: Public domain.	A569 3
1-83-A569-4	Item - McQuire [or McGuire?], Reporter[?] [...]	1884	Copyright: Public domain.	A569 4
1-83-A569-6	Item - Fogg, Building Inspector	1884	Copyright: Public domain.	A569 6
1-83-A569-7	Item - Health Officer Neillson [W. J. Neilson]	1884	Copyright: Public domain.	A569 7
1-83-A569-8	Item - City Clerk C. J. Brown	1883	Copyright: Public domain.	A569 8
1-83-A569-5	Item - Ferte[?]	1884	Copyright: Public domain.	A569 5
1-83-A569-9	Item - Inspector[?] Stuart Mulvey	1884	Copyright: Public domain.	A569 9
1-83-A569-10	Item - Murray, Chief Police	1884	Copyright: Public domain.	A569 10
1-83-A569-11	Item - Platt, Clerk of Councillors[?]	1884	Copyright: Public domain.	A569 11
1-83-A569-12	Item - Keeling[?], Reporter, Free Press	1884	Copyright: Public domain.	A569 12
1-83-A569-13	Item - Chief Fire Brigade, McRobie	1884	Copyright: Public domain.	A569 13
1-83-A569-14	Item - Yewell [Jas. Yuill?]	1884	Copyright: Public domain.	A569 14
1-83-A569-15	Item - Elliot [Dawson Kerr Elliot]	1884	Copyright: Public domain.	A569 15
1-83-A569-16	Item - Alderman Brown	1884	Copyright: Public domain.	A569 16
1-83-A569-17	Item - Alderman Wilson	1884	Copyright: Public domain.	A569 17
1-83-A569-18	Item - His Worship the Mayor Alexander Logan	1884	Copyright: Public domain.	A569 18
1-83-A569-19	Item - Alderman McCreary	1884	Copyright: Public domain.	A569 19
1-83-A569-20	Item - Alderman Calloway	1884	Copyright: Public domain.	A569 20
1-83-A569-21	Item - Alderman Bawlf	1884	Copyright: Public domain.	A569 21
1-83-A569-22	Item - Harris [John Walter Harris]	1884	Copyright: Public domain.	A569 22
1-83-A569-23	Item - Alderman Stuart McDonald	1884	Copyright: Public domain.	A569 23
1-83-A569-24	Item - Peebles [Adam John Laing Peebles]	1884	Copyright: Public domain.	A569 24
1-83-A569-25	Item - Handscomb [Charles W. Handscomb]	1884	Copyright: Public domain.	A569 25
1-83-A569-26	Item - Aird [Alexander A. Aird]	1884	Copyright: Public domain.	A569 26
1-83-A569-27	Item - Barber, Architect [Charles Arnold Barber]	1884	Copyright: Public domain.	A569 27
1-83-A569-28	Item - Barber, Architect [Earl William Barber]	1884	Copyright: Public domain.	A569 28

1-83-A569-29	Item - Bennetto, Photographer	1884	Copyright: Public domain.	A569 29
1-83-A569-30	Item - Assistant Engineer Gorrie[?]	1884	Copyright: Public domain.	A569 30
1-83-A569-31	Item - Kirk, Caretaker	1884	Copyright: Public domain.	A569 31
1-83-A569-32	Item - Wassell [Edward Wassell]	1884	Copyright: Public domain.	A569 32
1-83-A569-33	Item - Alderman Drewry	1884	Copyright: Public domain.	A569 33
1-83-A569-34	Item - Osborne, Asst. Chamberlain[?]	1884	Copyright: Public domain.	A569 34
1-83-A569-35	Item - Tax Collector Hadskiss [George Hugh Hadskis]	1884	Copyright: Public domain.	A569 35
1-83-A569-36	Item - Alderman Ham	1884	Copyright: Public domain.	A569 36
1-83-A569-37	Item - K. N. L. McDonald	1884	Copyright: Public domain.	A569 37
1-83-A569-38	Item - Alderman Mulvey	1884	Copyright: Public domain.	A569 38
1-83-A569-39	Item - Alderman Polson	1884	Copyright: Public domain.	A569 39
1-83-A569-40	Item - Alderman Wishart	1884	Copyright: Public domain.	A569 40
1-83-A569-41	Item - Solicitor Wood	1884	Copyright: Public domain.	A569 41

Series 1-98: Committee on Urban Renewal and Redevelopment

Creator: Winnipeg (Man.). Committee on Urban Renewal and Redevelopment

Date: 1965-1971 (date of creation)

Scope and content:

Forms part of Fonds 1. Series consists of the records of the Committee on Urban Renewal and Redevelopment, a standing committee of Council.

The records consist of two subseries:

Subseries 48: Minutes, 1965-1971.

Subseries 49: Communications, 1965-1971.

Physical description: 3.25 m of textual records

3 volumes

Language of the material:

English

Access points:

- Textual record (documentary form)

Restrictions on access:

There are no restrictions on access to these records.

Conditions governing use:

Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

See lower-level descriptions.

Accruals:

No further accruals are expected.

File / item list**Subseries 1-98-48: Minutes**

Creator: Winnipeg (Man.). Committee on Urban Renewal and Redevelopment

Date: 1965-1971 (date of creation)

Scope and content:

Forms part of Series 98. Subseries consists of minutes for the Committee on Urban Renewal and Redevelopment, a standing committee of Council. Minute volumes include original indexes.

Physical description: 3 volumes

Language of the material:

English

Access points:

- Textual record (documentary form)

Restrictions on access:

There are no restrictions on access to these records.

Conditions governing use:

Researchers are responsible for observing Canadian copyright regulations.

Accruals:

No further accruals are expected.

File / item list**Subseries 1-98-49: Communications**

Creator: Winnipeg (Man.). Committee on Urban Renewal and Redevelopment

Date: 1965-1971 (date of creation)

Scope and content:

Forms part of Series 98. Subseries consists of Communications packfiles from the Committee on Urban Renewal and Redevelopment. Packfiles include plans, photographs, petitions, reports, letters sent and received, printed copies of by-laws and reports on transit routes.

Physical description: 3.25 m of textual records

Language of the material:

English

Access points:

- Textual record (documentary form)

Arrangement:

Files are in numbered order.

Restrictions on access:

There are no restrictions on access to these records.

Conditions governing use:

Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

A file list is available.

Accruals:

No further accruals are expected.

File / item list**Series 1-119: Mayor's Office Files**

Creator: Winnipeg (Man.)

Date: 1912-1971 (date of creation)

Scope and content:

Forms part of Fonds 1. Series consists of correspondence files from the Mayor's office for the years 1912-1971. Subject matters range from city services, city committees and departments, and matters relating to governance of the city, to cultural activities and groups, sporting events, animals, and a number of other subjects.

Physical description: 12 m of textual records

Language of the material:

English

Note:

Records are kept off site, and retrieval requests will require 3-5 business days.

Note:

A list of Winnipeg Mayors, past and present, is available on the City's website: <http://winnipeg.ca/history/MayorsPastPresent.stm>

Access points:

- Textual record (documentary form)

Restrictions on access:

Access to files less than 100 years old containing personal information may be restricted.

Conditions governing use:

Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

A preliminary inventory list is available in the Archives Research Room. Consult with an Archivist for further assistance.

Accruals:

No further accruals are expected.

File / item list

Ref code	Title	Dates	Access status	Container
1-119-001	Item - 1945 Christmas Card	1945	Copyright: Public domain.	
1-119-002	Item - 1946 Christmas Card	1946	Copyright: Public domain.	
1-119-003	Item - 1949 Christmas Card	1949	Copyright: Public domain.	
1-119-004	Item - 1961 Christmas Card	1961	Copyright: Public domain.	
1-119-005	Item - 1965 Christmas Card	1965	Copyright: Public domain.	
1-119-006	Item - 1965 Christmas Card		Copyright: Public domain.	
1-119-007	Item - 1965 Christmas Card	1965	Copyright: Public domain.	
1-119-008	Item - 1966 Christmas Card	1966	Copyright: Public domain.	
1-119-009	Item - 1967 Christmas Card	1967	Copyright: City of Winnipeg.	

1-119-010	Item - 1969 Christmas Card	1969	Copyright: Public domain.
1-119-011	Item - 1970 Christmas Card	1970	Copyright: City of Winnipeg.
1-119-012	Item - 1971 Christmas Card	1971	Copyright: City of Winnipeg.
1-119-013	Item - Christmas card from Mayor George E. Sharpe	[1955 or 1956]	Copyright: Public domain.
1-119-014	Item - Christmas card from Mayor Ralph H. Webb	[between 1925 and 1934]	Copyright: Public domain.

Series 1-121: Special Committee on Social Evil Question

Creator: Winnipeg (Man.). Special Committee on Social Evil Question

Date: 1910 (date of creation)

Scope and content:

Forms part of Fonds 1. Series consists of communications relating to the appointment of committee members, motions and letters received from the Moral and Social Reform Council of Manitoba. The records are contained in one folder and cover the period March 4 – March 29 of 1910.

Physical description: 0.5 cm of textual records.

Physical location: 50 Myrtle Street

Note:

Related groups of records within the same fonds:
 Special Committees, Minutes (Series 4)
 Council, Minutes and Communications
 Board of Control, Minutes and Communications

Access points:

- Textual record (documentary form)

Restrictions on access:

There are no restrictions on access to these records.

Conditions governing use:

Researchers are responsible for observing Canadian copyright regulations.

Accruals:

No further accruals are expected.

File / item list

Series 1-154: Advisory Traffic Commission

Creator: Winnipeg (Man.). Advisory Traffic Commission

Date: 1936-1947 (date of creation)

Scope and content:

Forms part of Fonds 1. Series consists of minutes, by-laws, correspondence and reports for the Advisory Traffic Commission (1936-1947).

Newspaper clippings were pasted into volumes by the creator or attached to pages with tape. Series is arranged numerically (or chronologically by date of creation).

Series consists of three sub-series:

Sub-Series 27: Minutes, 1936-1947

Sub-Series 28: By-Laws, 1936-1947

Sub-Series 29: Correspondence, 1936-1947

Physical description: 62.5 cm of textual records

Physical location: 50 Myrtle Street

Note:

Related groups of records external to the unit being described: Other records relating to traffic and parking regulations can be found in the Winnipeg Traffic Commission series and the Parking Authority series of the City of Winnipeg (1874-1971) fonds.

Access points:

- Textual record (documentary form)

Restrictions on access:

There are no restrictions on access to these records.

Conditions governing use:

Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

A file list is available.

File / item list

Subseries 1-154-27: ATC Minutes

Date: 1936-1947 (date of creation)

Scope and content:

Forms part of Fonds 1, Series 154. Sub-Series consists of all surviving minutes for the Advisory Traffic Commission (1936-1947).

Series is arranged numerically (or chronologically by date of creation). All minutes were removed from their original binders and placed in acid free folders.

Physical description: 8 cm of textual records.

Physical location: 50 Myrtle Street

Restrictions on access:

There are no restrictions on access to these records.

Conditions governing use:

Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

A file list is available.

Accruals:

No further accruals are expected.

File / item list

Subseries 1-154-28: ATC By-laws

Date: 1936-1947 (date of creation)

Scope and content:

Forms part of Fonds 1, Series 154. Sub-Series consists of traffic by-laws, including annotated and/or consolidated versions of by-laws no. 14213 and 14932 (1936-1947).

Series is arranged numerically (or chronologically by date of creation). All by-laws were kept in their original books.

Physical description: 4.5 cm of textual records.

Physical location: 50 Myrtle Street

Restrictions on access:

There are no restrictions on access to these records.

Conditions governing use:

Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

A file list is available.

Accruals:

No further accruals are expected.

File / item list

Subseries 1-154-29: ATC Correspondence

Date: 1936-1947 (date of creation)

Scope and content:

Forms part of Fonds 1, Series 154. Sub-Series consists of all surviving correspondence and reports for the Advisory Traffic Commission (1936-1947).

Series is arranged numerically (or chronologically by date of creation).

Physical description: 50 cm of textual records.

Physical location: 50 Myrtle Street

Restrictions on access:

There are no restrictions on access to these records.

Conditions governing use:

Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

A file list is available.

Related material:

No further accruals are expected.

File / item list

Series 1-155: Winnipeg Traffic Commission

Creator: Winnipeg (Man.). Winnipeg Traffic Commission

Date: 1954-1971 (date of creation)

Scope and content:

Forms part of Fonds 1. Series consists of minutes, correspondence, reports, by-laws and notes for the Winnipeg Traffic Commission (1954-1971). By-laws are certified true copies.

Series arranged according to original order.

Series consists of two sub-series:

- Sub-Series 30: Minutes, (1954-1971).
- Sub Series 31: Correspondence, (1957-1971).

Physical description: 102.5 cm of textual records

Physical location: 50 Myrtle Street

Note:

Related groups of records external to the unit being described: Other records relating to traffic and parking regulations can be found in the Advisory Traffic Commission series and the Parking Authority series of the City of Winnipeg (1874-1971) fonds.

Access points:

- Textual record (documentary form)

Restrictions on access:

There are no restrictions on access to these records.

Conditions governing use:

Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

A file list is available.

Accruals:

No further accruals are expected.

File / item list

Subseries 1-155-30: WTC Minutes

Date: 1954-1971 (date of creation)

Scope and content:

Forms part of Fonds 1, Series 155. Sub-Series consists of all surviving minutes for the City of Winnipeg Traffic Commission (1954-1971).
Minutes are in chronological order.

Physical description: 50 cm of textual records

Physical location: 50 Myrtle Street

Restrictions on access:

There are no restrictions on access to these records.

Conditions governing use:

Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

A file list is available.

Accruals:

No further accruals are expected.

File / item list

Subseries 1-155-31: WTC Correspondence

Date: 1957-1971 (date of creation)

Scope and content:

Forms part of Fonds 1, Series 155. Series consists of all surviving correspondence for the City of Winnipeg Traffic Commission (1954-1971). Files include copies of by-laws, traffic regulations, reports, and other correspondence.

Series is arranged according to original order.

Physical description: 52.5 cm of textual records

Physical location: 50 Myrtle Street

Access points:

- Textual record (documentary form)

Restrictions on access:

There are no restrictions on access to these records.

Conditions governing use:

Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

A file list is available.

Accruals:

No further accruals are expected.

File / item list

Series 1-156: Parking Authority

Creator: Winnipeg (Man.). Parking Authority

Date: 1959-1965, 1970-1972 (date of creation)

Scope and content:

Forms part of Fonds 1. Series consists of all surviving correspondence for the Parking Authority (1959-1965, 1970-1972). Other record types include reports and financial records. Series keeps the arrangement made by the original creator.

Physical description: 35 cm of textual records

Physical location: 50 Myrtle Street

Note:

Related groups of records external to the unit being described: Other records relating to traffic and parking regulations can be found in the Advisory Traffic Commission series and the Winnipeg Traffic Commission series of the City of Winnipeg (1874-1971) fonds.

Access points:

- Textual record (documentary form)

Restrictions on access:

There are no restrictions on access to these records.

Conditions governing use:

Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

A file list is available.

File / item list

Series 1-171: Minutes

Creator: Winnipeg (Man.)

Date: 1874-1971 (date of creation)

Scope and content:

Forms part of Fonds 1. Series includes City of Winnipeg Council Minutes dating 1874-1971, which briefly recount the proceedings of council meetings and are the official, legal record of decisions made by Council. Recorded decisions reveal municipal governance, resource allocation, and service delivery. Minutes also refer to topics debated, reports considered, by-laws introduced, communications received, decisions reached and votes taken during council meetings. Council minutes are a rich and detailed source of information about the history of the City of Winnipeg, and provide understanding of issues past and present in city politics.

Minutes dating up until 1912 are handwritten.

Handwritten indices begin in 1878 for early minute books.

Physical description: 85 volumes

Language of the material:

English

Access points:

- Textual record (documentary form)

Physical condition:

Physical condition is generally good, although the bindings of some volumes are fragile. Microfilm copies of early minute books will be made accessible to reduce wear of handling on original volumes.

Alternative form available:

Council minutes from 1874 to 1971 are available on microfilm.

Two sets of bound and published council minutes dating 1901-2002, one of which is available in the research room for reference.

Restrictions on access:

There are no restrictions on access to these records.

Conditions governing use:

Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

Electronic indices exist for the years 1898-1980 and are available on Access Terminal in Research Room.

Related material:

Council Minutes post-1992 are available (and searchable by keyword) on the City Clerk's Decision Making Information System: <http://clkapps.winnipeg.ca/dmis/>

Accruals:

No further accruals are expected.

File / item list

Series 1-173: By-laws

Creator: Winnipeg (Man.)

Date: 1874-1971 (date of creation)

Scope and content:

Forms part of Fonds 1. Series consists of by-laws for the City of Winnipeg pre-unicity (1874-1971). By-laws are municipal laws that were passed or amended by City Council. By-laws relate to City

land development, regulations, local improvements, street names/openings/closings, authorization of agreements, finance/taxation, governance/administration, and amendments to previous by-laws. Original by-laws dating 1874-1971 exist in a set of trifolds and are numbered 1-19876. By-laws are numbered chronologically according to date created.

Physical description: 9 m of textual records

Language of the material:

English

Access points:

- Textual record (documentary form)

Physical condition:

Condition of trifolds ranges from good to fragile. Most have edge wear and staple holes, and some should be handled with care. By-laws are entirely handwritten until ca. 1900, when some type appears as well. Bound books are generally in good condition, although the bindings and covers of some volumes are fragile.

Alternative form available:

Set of bound volumes 1900-2002 (indices begin at 1974), available in the research room for reference.
Set of 5 Volumes, A-E. 1875-1903, by-law #1-2723.
Set of bound volumes, 1900-1985 (indices begin at 1974).
Set of bound volumes, 1972-2002.
Also available on microfilm.

Restrictions on access:

There are no restrictions on access to these records.

Conditions governing use:

Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

An electronic index exists for pre-unicity by-laws (1874-1971).

Related material:

Current by-laws of the City of Winnipeg passed by Council since September 1999, together with other frequently requested by-laws are now easily accessible on-line, via the City Clerk's Decision Making Information System: <http://clkapps.winnipeg.ca/dmis/>

Accruals:

No further accruals are expected.

File / item list**Series 1-176: Committee on Public Utilities**

Creator: Winnipeg (Man.). Committee on Public Utilities

Date: 1920-1971 (date of creation)

Scope and content:

Forms part of Fonds 1. Series consists of the minutes and communications of the Committee on Public Utilities, a standing committee of Council.

The records consist of two subseries:

Subseries 32: Minutes, 1921-1957, 1960-1971.

Subseries 33: Communications, 1920 -1971.

Physical description: 13.5 m of textual records
23 volumes

Language of the material:

English

Access points:

- Textual record (documentary form)

Restrictions on access:

There are no restrictions on access to these records.

Conditions governing use:

Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

See lower-level descriptions.

Accruals:

No further accruals are expected.

File / item list**Subseries 1-176-32: Communications**

Creator: Winnipeg (Man.). Committee on Utilities and Personnel

Creator: Winnipeg (Man.). Committee on Public Utilities

Date: 1960-1971 (date of creation)

Date: 1920-1958 (date of creation)

Scope and content:

Forms part of Series 176. Subseries consists of Communications packfiles of the Committee on Public Utilities, as well as Communications records of the Committee on Utilities and Personnel which was formed in 1960 to perform the combined functions of the then former Committees on Public Utilities and Personnel and Legislation. Communications files contain letters sent and received, blueprints, and reports relating to city utilities and local improvements.

Physical description: 13.5 m of textual records

Language of the material:

English

Physical condition:

Condition ranges from good to fragile.

Arrangement:

Arrangement varies between chronological or file number order.

Restrictions on access:

There are no restrictions on access to these records.

Conditions governing use:

Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

A file list is available.

Accruals:

No further accruals are expected.

File / item list

Subseries 1-176-33: Minutes

Creator: Winnipeg (Man.). Committee on Utilities and Personnel

Creator: Winnipeg (Man.). Committee on Public Utilities

Date: 1960-1971 (date of creation)

Date: 1920-1957 (date of creation)

Scope and content:

Forms part of Series 176. Subseries consists of the Minute books of the Committee on Public Utilities for the years 1921-1957, as well as the Minute books of the Committee on Utilities and Personnel for the years 1960-1971. Minute volumes include original indexes.

Physical description: 23 volumes

Access points:

- Textual record (documentary form)

Physical condition:

Minute book volumes are mainly in good condition, although the bindings and pages of some are fragile and should be handled with care.

Restrictions on access:

There are no restrictions on access to these records.

Conditions governing use:

Researchers are responsible for observing Canadian copyright regulations.

Accruals:

No further accruals are expected.

File / item list

Series 1-177: Council Communications

Creator: Winnipeg (Man.)

Date: 1874-1971 (date of creation)

Scope and content:

Forms part of Fonds 1. Series consists of all surviving correspondence directed toward the City Council of Winnipeg via the City Clerk, with the exception of those items of correspondence that were filed with other series at the time of creation and/or use. Correspondence dates from the first year of the City of Winnipeg's incorporation in 1874 until 1971.

Civic employees, citizens of Winnipeg, and any other persons interested in communicating with the municipal government of Winnipeg wrote to City Council on a wide variety of topics, including civic administration (e.g. by-laws, elections, etc.), local improvements and developments (e.g. sanitation, the water supply, schools, parks, streets, traffic, bridges, etc.), invitations to conventions and other events, legal disputes, and assessments and taxation, among other issues.

Originally all correspondence was enclosed in a City Clerk's cover page to form a packet, which was then assigned a number. The packet was then folded twice and placed in pack boxes in chronological order. The numbering scheme was started anew several times over the years.

Physical description: 45 m of textual records

Language of the material:

English

Access points:

- Textual record (documentary form)

Physical condition:

Condition of the documents varies from good to fragile. Approximately half of the materials in this series have been flattened, placed in file folders (fragile documents are first placed in mylar page protectors), then housed in hollinger boxes. Other materials are trifolds stored in packfile boxes.

Arrangement:

Approximately half of the materials have since been flattened and re-filed in groups of up to ten packets per file folder, and have then been placed in archival storage boxes. Chronological order has been maintained, with the exception that oversized materials have been removed to oversized storage containers.

Alternative form available:

Records dating January 1874 – May 1881 are also available on Microfilm.

Restrictions on access:

There are no restrictions on access to these records.

Conditions governing use:

Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

A file list is available.

Accruals:

No further accruals are expected.

File / item list

Series 1-178: Board of Control

Creator: Winnipeg (Man.). Board of Control

Date: 1907-1918 (date of creation)

Scope and content:

Forms part of Fonds 1. Series consists of the Minutes and corresponding packfiles, and communications files, of the City of Winnipeg's Board of Control.

Groups of records in this series include bound minute books (1907-1918) which record the minutes of Board of Control meetings, and refer to corresponding Packfiles which contain detailed records of the many responsibilities and transactions of the executive body of the city council. These numbered files include letters sent and received, board of valuation and revision forms, blueprints, accounts, financial reports and weekly water statistics.

A second group of Packfiles consists of Communications records (1906-1915), which correspond with Letter Registers.

A third group of Packfiles consists of the Board of Control Appropriation Balances.

Bound volumes include the Board of Control Claims Committee, Board of Control Costs Records, Record of Works Ordered, and Letter Registers.

Physical description: 15.58 m of textual records

20 volumes

Language of the material:

English

Access points:

- Textual record (documentary form)
- Architectural drawing (documentary form)
- Cartographic material (documentary form)
- Graphic material (documentary form)

Physical condition:

Board of Control volumes are mainly in good condition, although the bindings and pages of some are fragile and should be handled with care. The condition of Board of Control Packfiles ranges from good to fragile.

Arrangement:

Especially fragile packfiles have been unfolded, flattened, and rehoused in Hollinger boxes. Others are trifolds or in folders in packfile boxes.

Restrictions on access:

There are no restrictions on access to these records.

Conditions governing use:

Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

Minute books and letter registers serve as indexes for packfiles. Transcriptions of the letter register exist in electronic format.

Accruals:

No further accruals are expected.

File / item list

Series 1-179: Committee on Legislation and Reception

Creator: Winnipeg (Man.). Committee on Legislation and Reception

Date: 1895-1957 (date of creation)

Scope and content:

Forms part of Fonds 1. Series consists of the minutes and communications of the Committee on Legislation and Reception, a standing committee of Council.

The records consist of two subseries:

Subseries 41: Minutes, 1895-1896, 1918-1957 .

Subseries 42: Communications, 1910-1971 .

Physical description: 8.75 m of textual records

13 volumes

Language of the material:

English

Access points:

- Textual record (documentary form)

Restrictions on access:

There are no restrictions on access to these records.

Conditions governing use:

Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

See lower-level descriptions.

Accruals:

No further accruals are expected.

File / item list

Subseries 1-179-41: Minutes

Creator: Winnipeg (Man.). Committee on Legislation and Reception

Date: 1895-1896, 1918-1957 (date of creation)

Scope and content:

Forms part of Series 179. Subseries consists of minutes for the Committee on Legislation and Reception, a standing committee of Council.

Aside from one minute book existing for the years 1895-1896, minute books of the Committee on Legislation and Reception exist for the years 1918-1957. Most minute volumes include original indexes.

Physical description: 13 volumes

Language of the material:

English

Note:

Related groups of records within the same fonds: Early minutes of the Committee on Legislation and Reception may be found in the Special Committee, Minutes (Series 4).

Access points:

- Textual record (documentary form)

Physical condition:

Minute book volumes are mainly in good condition, although the bindings and pages of some are fragile and should be handled with care.

Restrictions on access:

There are no restrictions on access to these records.

Conditions governing use:

Researchers are responsible for observing Canadian copyright regulations.

Accruals:

No further accruals are expected.

File / item list

Subseries 1-179-42: Communications

Creator: Winnipeg (Man.). Committee on Public Utilities

Creator: Winnipeg (Man.). Committee on Finance

Creator: Winnipeg (Man.). Committee on Legislation and Reception

Date: 1960-1971 (date of creation)

Date: 1958-1959 (date of creation)

Date: 1910-1957 (date of creation)

Scope and content:

Forms part of Series 179. Series consists of the communications packfiles of the Committee on Legislation and Reception, and Committee on Personnel and Legislation, as the Committee was later named. Records include letters sent and received by the Committees, reports of committees, a file on the Coronation Celebration of 1937, copies of telegrams, petitions about adult suffrage, nominations for Employees' representative on the Employer-Employee Advisory Board, and an alphabetical index which lists the Committee, Council, and Legislature, and the dates legislation was passed in each. The Committee on Legislation and Reception packfiles include communications files of the Committee on Utilities and Personnel which follow the numbering system of, and are included in the file list for, the Committee on Legislation and Reception packfiles described here.

Physical description: 8.75 m of textual records

Access points:

- Textual record (documentary form)

Physical condition:

Condition ranges from good to fragile.

Arrangement:

Arrangement varies between chronological or file number order.

Restrictions on access:

There are no restrictions on access to these records.

Conditions governing use:

Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

A file list is available for some records.

Accruals:

No further accruals are expected.

File / item list

Series 1-180: Committee on Public Safety

Creator: Winnipeg (Man.). Committee on Public Safety

Date: 1921-1958 (date of creation)

Scope and content:

Forms part of Fonds 1. The records consist of two subseries:
Subseries 43: Minutes, 1921-1957.

Subseries 44: Communications, 1921-1958.

Physical description: 8.4 m of textual records
13 volumes

Language of the material:

English

Access points:

- Textual record (documentary form)

Restrictions on access:

There are no restrictions on access to these records.

Conditions governing use:

Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

See lower-level descriptions.

Accruals:

No further accruals are expected.

File / item list

Subseries 1-180-43: Minutes

Creator: Winnipeg (Man.). Committee on Public Safety

Date: 1921-1957 (date of creation)

Scope and content:

Forms part of Series 179. Subseries consists of minutes for the Committee on Public Safety. Indexes for minutes included.

Physical description: 13 volumes

Language of the material:

English

Access points:

- Textual record (documentary form)

Physical condition:

Minute book volumes are mainly in good condition, although the bindings and pages of some are fragile and should be handled with care.

Restrictions on access:

There are no restrictions on access to these records.

Conditions governing use:

Researchers are responsible for observing Canadian copyright regulations.

Accruals:

No further accruals are expected.

File / item list

Subseries 1-180-44: Communications

Creator: Winnipeg (Man.). Committee on Public Safety

Date: 1921-1958 (date of creation)

Scope and content:

Forms part of Series 179. Series consists of the communications packfiles of the Committee on Public Safety. Records include letters sent and received, plans, photographs, petitions, reports, printed copies of by-laws, and reports on transit routes.

Physical description: 8.4 m of textual records

Language of the material:

English

Access points:

- Textual record (documentary form)

Physical condition:

Condition ranges from good to fragile.

Restrictions on access:

There are no restrictions on access to these records.

Conditions governing use:

Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

A file list is available.

Accruals:

No further accruals are expected.

File / item list

Series 1-181: Committee on Public Works

Creator: Winnipeg (Man.). Committee on Public Works

Date: 1874-1971 (date of creation)

Scope and content:

Forms part of Fonds 1. Series consists of the records of the Committee on Public Improvements and Works, a standing committee of Council from 1874-1971. Most minute volumes include original indexes.

The records consist of 3 subseries:

Subseries 45: Minutes, 1876-1971.

Subseries 46: Communications, 1903-1971.

Subseries 47: Registers, 1892-1950.

Physical description: 32.6 m of textual records

80 volumes

Language of the material:

English

Access points:

- Textual record (documentary form)

Restrictions on access:

There are no restrictions on access to these records.

Conditions governing use:

Researchers are responsible for observing Canadian copyright regulations.

Accruals:

No further accruals are expected.

File / item list

Subseries 1-181-45: Minutes

Creator: Winnipeg (Man.). Committee on Public Works

Date: 1876-1971 (date of creation)

Scope and content:

Forms part of Series 181. Subseries consists of minutes and related reports for the Committee on Public Works and its predecessors for the years 1876-1971.

Physical description: 58 volumes

Access points:

- Textual record (documentary form)

Physical condition:

Minute book volumes are mainly in good condition, although the bindings and pages of some are fragile and should be handled with care.

Restrictions on access:

There are no restrictions on access to these records.

Conditions governing use:

Researchers are responsible for observing Canadian copyright regulations.

Accruals:

No further accruals are expected.

File / item list

Subseries 1-181-46: Communications

Creator: Winnipeg (Man.). Committee on Public Works

Date: 1903-1971 (date of creation)

Scope and content:

Forms part of Series 181. Subseries consists of the communications packfiles of the Committee on Public Improvement its predecessors for the years 1903-1971. Records include blueprints, petitions, correspondence sent and received, and reports on applications for public improvements.

Physical description: 32.6 m of textual records

Physical condition:

Condition ranges from good to fragile.

Arrangement:

Communications packfiles of the Committee on Public Improvement and later named Committee on Public Works are numbered 1-86,000 and packfile boxes are labeled Public Improvement & Works. A set of 9 packfile boxes labeled Works Committee (ca. 1912-1920) follow an earlier numbering system. Two packfile boxes labeled Work Orders (1957-1971) are included in this sub-series.

Restrictions on access:

There are no restrictions on access to these records.

Conditions governing use:

Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

A file list is available for Packfile records of the Committee on Public Improvement (and Works). Earlier Works Committee packfiles are not indexed.

Accruals:

No further accruals are expected.

File / item list

Subseries 1-181-47: Registers

Creator: Winnipeg (Man.). Committee on Public Works

Date: 1892-1950 (date of creation)

Scope and content:

Forms part of Series 181. Subseries consists of local improvement registers of the Committee on Public Works and its predecessors for the years 1892-1950. These include Pavement and Sewer registers, Grading registers, Alignment and Building Restriction registers, Lane Opening register, and Street and Lane registers. Registers contain information about who petitioned for improvements, where work was done, types of materials used, and newspaper advertisements for intention and date of construction.

Registers are accompanied by original alphabetical indexes. Registers usually reference street names, and may also include order numbers which correspond with work order files.

Physical description: 22 volumes

Access points:

- Textual record (documentary form)

Physical condition:

Register volumes are fragile.

Restrictions on access:

There are no restrictions on access to these records.

Conditions governing use:

Researchers are responsible for observing Canadian copyright regulations.

Accruals:

No further accruals are expected.

File / item list

Series 1-S9: Special Committee on Street Railway Transportation Matters

Creator: Winnipeg (Man.). Special Committee on Street Railway Transportation Matters

Date: 1930 - 1950 (date of creation)

Scope and content:

Forms part of Fonds 1. Series consists of communications, rough minutes, publicity and reports relating to the City of Winnipeg's intention to lease or purchase the Winnipeg Electric Company, the Suburban Rapid Transit Co., the Winnipeg, Selkirk and Lake Winnipeg Railway Co., the Manitoba Power Co., and the Northwestern Power Co.; issues arising out of the Greater Winnipeg Transit Bill before the provincial legislature; issues arising out of Municipal and Public Utility Board reports on passenger transportation in Greater Winnipeg; competition between taxicabs and the street railway system; and the Winnipeg Electric Company's proposal for a new transportation franchise. The records are arranged in chronological order with some folders relating specifically to publicity. File code (creator): A9.

Physical description: 0.5 m of textual records

Physical location: 50 Myrtle Street

Note:

Related groups of records within the same fonds:
Special Committees, Minutes (Series 4).

Access points:

- Textual record (documentary form)

Restrictions on access:

There are no restrictions on access to these records.

Conditions governing use:

Researchers are responsible for observing Canadian copyright regulations.

Finding aids:

A file list is available.

Accruals:

No further accruals are expected.

File / item list