

CORPORATION OF THE CITY OF NANAIMO, B.C.

A By-Law to define the duties of certain officials in the Public Works Department of the Corporation of the City of Nanaimo.

The Municipal Council of the Corporation of the City of Nanaimo, enacts as follows:-

1. The duties prescribed by this By-Law to the various officers of the Corporation shall be in addition to those prescribed by Statute or by any By-Law of the Municipal Council.
2. It shall be the duty of the City Clerk to notify in writing the City Engineer as to all resolutions, enactments and orders of the Council relative to any matter over which the said Officer may have jurisdiction, such notice shall be given on the day next succeeding that on which such resolutions, enactments or orders were passed by the Council.

The City Engineer.

3. The duties of the City Engineer, who shall also, unless otherwise ordered, be known as the City Surveyor, Sanitary Engineer, Water Works Engineer and Building Inspector of the Corporation, shall be as follows:-

- (1) He shall report to the Council on or before the 31st day of January in each year as to the improvements and repairs which in his opinion should be undertaken by the Corporation during the year.
- (2) He shall have the general control and superintendence of all employees of the department in the carrying out of all works of repair and construction of sewers, drains, streets, sidewalks, bridges and other works ordered by the Council or any committee thereof, and shall be responsible to the Council or to the Mayor, for the due performance of such works.
- (3) He shall, subject to the approval of the Municipal Council, decide upon, select, employ or discharge such number of foremen, in-

spectors, mechanics and laborers as may be required from time to time, for any Corporation Work under his control, which has not been let by contract.

(4) He shall have control of all assistants employed in his department and of all Corporation Contractors, subject to the terms of their respective contracts, and shall see that all such contracts are carried out according to the plans and specifications.

(5) He shall act promptly on all resolutions, enactments or orders from the Council, touching any matters of defective sidewalks, paving or drainage.

(6) He shall furnish the Council, through the Street committee, all plans and specifications required in connection with the roads, streets, lanes, bridges, sewers, drains, culverts and other Corporation works or buildings, and shall not in any case call for or receive any tenders for such works, until such plans and specifications have been examined and approved by the Municipal Council.

(7) He shall furnish all levels and make all surveys necessary for the estimating and carrying out of all Corporation Works, and also perform all Engineering services connected with the Corporation of the City of Nanaimo.

(8) He shall prepare and have the care of and be responsible for all such plans, specifications and estimates as may from time to time be required.

(9) He shall sign all permits for opening streets, sidewalks or other public places for the purpose of laying down gas or water pipes or private drains, and with the authority of the Council for the erection of poles and wires for any electric or telephone company or for any purpose whatever.

(10) He shall keep a "Permit Book" containing counterfoils of all permits signed by him.

(11) He shall notify the Council of any works which in his opinion are necessary in the interests of public safety, but in cases of emergency, or where delay would jeopardize the safety of the public,

he is authorized to act on his own responsibility, and cause all necessary acts to be commenced and proceeded with, but shall immediately thereafter report in writing to the Mayor, the nature of such works and his reasons for considering the emergency of such.

(12) He shall, when requested by the chairman of any committee, attend the meeting of such committee and shall furnish all such information and advice as may be required of him.

(13) He shall furnish the City Clerk with a written copy of whatever matter he desires to have type-written, and shall give that officer reasonable and sufficient time to procure all necessary copies.

Sanitary Engineer.

4. As Sanitary Engineer, he shall see that all plumbing, sewer connections and drain connections are in accordance with the By-laws of the City of Nanaimo governing the same, and shall have full authority to enter any residence, hotel, store, office or restaurant, and all public buildings, in order to examine the sanitary condition of the same.

Inspector of Buildings.

5. As Building Inspector,

(1) He shall oversee the erection of all buildings to be erected, altered or reconstructed, in the City of Nanaimo.

(2) He shall see that no buildings are erected until a permit has been granted by himself for the erection of the same.

(3) He shall make it his duty to be conversant with the provisions or requirements of all By-Laws of the City of Nanaimo, governing the erection, or alterations or additions to buildings, and see that the same are carried out.

(4) It shall be his duty to prosecute all and every infraction of the By-Laws mentioned.

6. All fees and costs (if any) incurred by him in the prosecution of such offenders, not otherwise ordered to be paid, shall be paid out of the funds of the Municipality.

7. He shall at the close of each year, send in to the Council, a full report of all Public Works carried out under his supervision during the year.

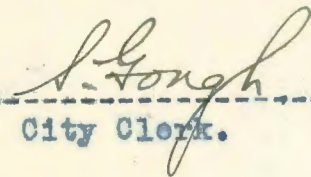
8. This By-Law shall be known as the Public Works Officials By-Law, 1910.

Passed first reading on 23rd May, 1910.

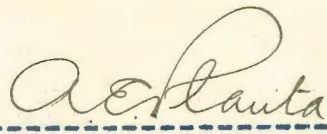
Passed second reading on 30th May, 1910.

Passed third reading on 13th June, 1910.

Reconsidered and finally adopted by the Municipal Council, on the 20th June, 1910.



City Clerk.



Mayor.