

Clerk - Treasurer

The Key Personality In Municipal Doings

The clerk-treasurer of any township may well be called the "money man." Beyond that he is the key personality with his finger on the pulse of every department. In a world of specialists he is the specialist's specialist; he must know more and more about more and more. He is the interpreter of laws as they affect the municipality. He is soothsayer, conciliator and negotiator. Though councils change he goes on.

He handles hundreds of thousands of dollars each year. He handles all the money needed by the police and fire departments, the roads and water departments, school board, the planning and building office and the administration department. Whatever council earmarks for disposal, be it a \$10 petty fund account or a

\$100,000 debenture issue, must go through his hands. Money needed for salaries, insurance, charities, welfare, councillor expenses all must go through the clerk-treasurer. In short, no matter of a financial nature large or small, whether it is a hospital account or subdivision local improvement project can be finalized without his study and recommendations.

In Vaughan Township he holds the statutory positions of Township Clerk, Treasurer, Tax Collector, Assessment Commissioner and Welfare Administrator. He must be a man of many parts. As Clerk-treasurer he has the right to confer and advise with any department head for the purpose of effecting improved administration. He can demand from any department head such informa-

tion or reports as he deems necessary.

He is responsible for the budget and the control of budgetary appropriations. He supervises the preparation of agendas for township council meetings and coordinates the township's accounting activities. He is responsible for the preparation of by-laws, tenders and negotiates for the sale of debentures. He is responsible for the taxpayers' business to council and for executing and following up all decisions of council to make certain said policies are carried out.

While he can delegate authority for the purpose of the effective carrying out of his duties, he is personally responsible for the under-officers' effective performance.

His qualifications are many. He must be an expert on such Ontario Statutes regulating the administration of municipal affairs. He must have the ability to prepare concise and accurate reports, together with the estimates, and possess a thorough knowledge of municipal accounting procedure. He must have the ability to plan programmes and delegate authority, to maintain

good public and personnel as well as personal relations.

He may be suffering from overwork of too much worry but he must not show the human element. He may be humped but must be diplomatic. He may be bored silly with a mundane complaint or complainers but must give an attentive ear to the beeper. He must be the most discreet of men who refuse to side with individuals or factions. He must be father confessor and confidante. And despite his personal feelings he must seek to be objective.

Clerk-Treasurer Jim McDonald of Vaughan Township is a good case in point. He shuns publicity. "Write about the township," he says. His hobby may be said to be Vaughan Twp. history. Colleagues insist that his brain has stored an extraordinary wealth of facts pertaining to the township since its incorporation 110 years ago and that when he gets wound up he will speak for hours in his rapid-fire manner recounting financial, administrative and policy matters of past council years and that he rarely if ever misquotes a date or figure.

But he runs true to most clerk-treasurers. He works hard and says little to the press about matters not pertaining to township information which is the property of the public.

Annual Report Of Local Fire Chief

Fire Chief Alfred Stong presented his annual report to Richmond Hill Town Council last week and was highly commended by Mayor Tomlin who said "the town is very proud to have one of the best fire brigades in Ontario."

Chief Stong reported a total of 53 fire calls in Town this year. There were 24 to private dwellings, 2 to stores, 1 service station, 2 private garages, 1 barn, 3 workshops, 2 apartment houses, 4 cars, 11 grass fires, 3 due to street wiring.

From the Township of Markham which has an agreement with Richmond Hill for fire protection in a specified area there were a total of 31 calls. Inspections by the Chief num-

bered 702 during the year, and included 307 stores and dwellings, 36 garages and service stations, 16 restaurants, 16 schools, 6 churches, as well as nursing homes, nursing schools, bowling alleys and theatres. There were 237 complaints re garbage investigated, and 29 calls for bonfires which got out of control or were a nuisance.

During the year there were 2 calls for the use of the resuscitator, and 3 calls to rescue children in distress.


The local volunteer brigade number 20 and the members had twelve nights of training and 21 nights spent cleaning equipment. Public service activities included a canvass of the town with the aid of Boy Scouts for Muscular Dystrophy association, and \$419.50 was realized.

PRINTING ALL KINDS

TEL. 4-1105 AV. 5-3316


Electors of Vaughan Township
VOTE TO ELECT
JAMES H. ROBSON
COUNCILLOR
For The Coming Term
AN EXPERIENCED MUNICIPAL ADMINISTRATOR
Election Day Saturday, Dec. 10th

Vaughan Township Electors
VOTE TO RE-ELECT



HERB A. CONSTABLE
PUBLIC SCHOOL TRUSTEE
 Present Chairman of the Public School Board of T.S.A. of Vaughan
"Experienced Leadership... essential for Continued Operations"

PROGRESS with INTELLIGENT PLANNING



Vote BILL ANSTEY REEVE
 For Cars, Baby Sitters or Information
 Election Day
 Phone AV. 5-1812

MUNICIPAL ELECTIONS TOWN OF RICHMOND HILL

For the election of Mayor, Reeve, Deputy-Reeve, and four Councillors; eight Public School Trustees, and five questions.

VOTING DAY - SATURDAY, DEC. 10

From 9 a.m. to 6 p.m.

Voting Places -

WARD No. 1

Comprising all that part of the Town of Richmond Hill lying west of the centre line of Yonge Street.

POLLING SUBDIVISION NO. 1 - Comprising all that part of the Town of Richmond Hill lying west of the centre line of Yonge Street and south of the centre line of Richmond Street and all of Pleasantville Gardens on Plan 4635 - - LILLIAN McCONAGHY PUBLIC SCHOOL.

POLLING SUBDIVISION NO. 2 - Comprising all that part of the Town of Richmond Hill lying west of the centre line of Yonge Street and north of the centre line of Richmond Street south of the centre line of Benson and Rumble Avenues - - MUNICIPAL HALL.

POLLING SUBDIVISION NO. 3 - Comprising all that part of the Town of Richmond Hill lying west of the centre line of Yonge Street and north of the centre line of Benson and Rumble Avenues - O. M. MacKILLOP PUBLIC SCHOOL.

WARD No. 2

Comprising all that part of the Town of Richmond Hill lying east of the centre line of Yonge Street, and north of the centre line of Centre Street East

POLLING SUBDIVISION NO. 6 - Comprising all that part of the Town of Richmond Hill lying east of the centre line of Yonge Street, north of the centre line of Centre Street east and west of the C.N.R. right-of-way - - MUNICIPAL HALL.

POLLING SUBDIVISION NO. 7 - Comprising all that part of the Town of Richmond Hill lying east of the C.N.R. right-of-way, to Blue Grass Boulevard including both sides and north of the centre line of Crosby Avenue - - BEVERLEY ACRES SCHOOL.

POLLING SUBDIVISION NO. 8 - Comprising all that part of the Town of Richmond Hill lying west of the centre line of Neal Drive to Taylor Mills Drive including both sides and north of the centre line of Crosby Avenue. - BEVERLEY ACRES PUBLIC SCHOOL.

POLLING SUBDIVISION NO. 9 - Comprising all that part of the Town of Richmond Hill lying north of the centre line of Crosby Avenue and east of the centre line of Neal Drive - - BEVERLEY ACRES PUBLIC SCHOOL.

POLLING SUBDIVISION NO. 10 - Comprising all that part of the Town of Richmond Hill lying east of the C.N.R. right-of-way, south of the centre line of Crosby Avenue and north of the centre line of Centre Street east - - WALTER SCOTT PUBLIC SCHOOL.

WARD No. 3

Comprising all that part of the Town of Richmond Hill lying east of the centre line of Yonge Street, and south of the centre line of Centre Street East

POLLING SUBDIVISION NO. 15 - Comprising all that part of the Town of Richmond Hill lying east of the centre line of Yonge Street to the C.N.R. right-of-way, on the north by the centre line of Centre Street east, and on the south by the centre line of Markham Road - - LILLIAN McCONAGHY PUBLIC SCHOOL.

POLLING SUBDIVISION NO. 16 - Comprising all that part of the Town of Richmond Hill lying east of the centre line of Yonge Street to the C.N.R. right-of-way and south of the centre line of Markham Road - - LILLIAN McCONAGHY PUBLIC SCHOOL.

POLLING SUBDIVISION NO. 17 - Comprising all that part of the Town of Richmond Hill lying north of the centre line of Markham Road, east of the C.N.R. right-of-way and south of the centre line of Centre Street east - - WALTER SCOTT PUBLIC SCHOOL.

POLLING SUBDIVISION NO. 18 - Comprising all that part of the Town of Richmond Hill lying south of the centre line of Markham Road, east of the C.N.R. right-of-way and north of the centre line of Palmer Avenue - - WALTER SCOTT PUBLIC SCHOOL.

POLLING SUBDIVISION NO. 19 - Comprising all that part of the Town of Richmond Hill lying south of the centre line of Palmer Avenue east of the C.N.R. right-of-way - - WALTER SCOTT PUBLIC SCHOOL.

Russell Lynett, Returning Officer.