

duties appertaining to the office to which he has been appointed, so long as he shall hold the same; and every such oath shall be subscribed by such officer and filed with the Records of the said Town; and all officers appointed by the said Council shall hold office until the first meeting of the Council after the annual election of Councillors next succeeding such appointment, and thereafter until their successors shall be appointed as herein provided.

SURETIES.

61. No person shall be capable of acting as Treasurer, Clerk of the Market, Harbour Master, Wharfinger, or in any other office or capacity wherein he shall be accountable for the Revenues of the said Town, or any part thereof, until he shall, if required by the Town Council so to do, enter into a bond to the said Town, with two or more sureties to be approved by the Council, and in such form and penal sum as the said Council may require, or by bye law prescribe, conditioned to account for and pay over to the Treasurer all moneys received by him on behalf of the said Town; provided that every such bond to be given by any such Treasurer shall be conditioned to account for and pay over all moneys received by him as aforesaid, and whether as such Treasurer, or as Receiver of rates and taxes or otherwise, to the Town Council for the time being, or such person or persons as they shall appoint, and the penal sum in such bond shall not be less than six thousand dollars; and provided also, that the penal sum in every such bond to be given by any Constable, shall not be less than two hundred dollars; nor shall any such Treasurer or Constable (not being a special Constable) be capable of acting until such bond shall be entered into and completed, whether or not the same shall be required by the Town Council.

62. No Councillor or Chairman of the Town Council shall at any time be surety in any such bond, and if any person being such surety, shall be elected or appointed a Councillor or Chairman, the officer whose surety he shall be shall forthwith furnish a new bond, with other sufficient sureties in the terms of this Act; and all such bonds shall be furnished anew on the re-appointment of any officer whose term of office may have expired.

TOWN CLERK.

63. The Town Clerk shall keep the minutes of all meetings and proceedings of the said Town Council as hereinbefore provided, and shall make out and copy all documents and written instruments to be prepared by order of the said Council, issue notices of all meetings of the Council and Committees thereof, notify all resolutions and proceedings of the said Council, pursuant to the terms of the same, and make out and deliver to the Treasurer orders for the payment of moneys, to be signed by the Chairman and countersigned by the said Town Clerk as herein provided.

64. The Town Clerk shall also attend the Police Court and Office of the said Town of Portland, minute all proceedings therein, and assist the Police Magistrate in keeping such books as he may be required to keep by law, and shall keep a full and complete record of the business transacted, penalties, fines and forfeitures imposed, and moneys received in the said office, and receive and pay the same over to the Treasurer at the close of each day's proceedings, taking the receipt of the Treasurer therefor.

65. The Town Clerk shall also attend the Court for trial of civil causes in the said Town of Portland hereinafter mentioned, minute all proceedings, and keep a full and complete record of the business transacted, and fees, costs and charges received in respect thereof, and receive the same, and pay over all moneys so received to the use of the said Town weekly to the Treasurer, taking his receipt therefor.

66. The Town Clerk shall also keep and preserve all records, rolls, immunities, and documents of every kind, the property of the said Town of Portland, and do and perform all other offices, services and duties by the terms of this Act, or of any bye law to be made by the said Council, on him imposed.

TREASURER.

67. The Treasurer of the said Town, in addition to his duties as Receiver of rates and taxes as hereinafter provided, shall collect and receive all moneys from whatsoever source payable by the inhabitants of the said Town, or received for or on account of the revenues of the said Town, under the terms of this Act, or of any bye law of the Town Council, and shall keep the accounts of the said Town as directed by the Town Council, and such and so many accounts as shall be necessary to shew distinctly and separately the receipts and expenditures of each department and all debts due the said Town.

68. The Treasurer shall also superintend generally the Town officers entrusted with the receipt and disbursement of any part of the funds of the said Town, compare their accounts with the vouchers in respect thereof, report any discrepancy in the same, or neglect to account for or pay over any moneys due the said Town, to the Town Council at their first meeting thereafter, and shall perform all other offices, services and duties by the terms of this Act, or of any bye laws to be made by said Council, on him imposed.

69. The Treasurer shall deposit the funds of the said Town, as the same are by him received, in such chartered Bank doing business in the City and County of Saint John, as the Town Council, or any Finance Committee by them to be appointed, shall direct, and shall report monthly to the said Council the amount deposited and drawn out from such Bank, and produce the Bank Book at all meetings of the said Council, and at all other times as the said Council or Finance Committee shall require or direct.

70. All moneys shall be drawn out from such Bank by cheque signed by such Treasurer in that capacity, provided that the Treasurer shall not pay out any moneys otherwise than upon an order in writing of the Town Council, to be signed by the Chairman of the Town Council, or in his absence by the Deputy Chairman presiding at any meeting of the Council when such moneys were ordered to be paid, and countersigned by the Town Clerk.

ACCOUNTING OF OFFICERS.

71. Every Police Magistrate, Sitting Magistrate, or other officer appointed to act in any office in the said Town, or by the said Town Council, shall be accountable to the said Town of Portland for the collection and expenditure of any moneys which may come to his hands, of or belonging to, or to the use of the said Town, in such manner as the Town Council shall direct; and all officers or persons now or heretofore acting in the said Town or Parish of Portland, in any such capacity as aforesaid, or in any other capacity whatsoever, and accountable to the General Sessions of the Peace for the City and County of Saint John for any moneys collected, received or expended by him or them in any such office or capacity within the said Town or Parish during the current year, or for any such moneys collected, received or expended by him or them in any such office or capacity previous to the current year, which shall not have been already accounted for to the said Sessions before the passing of this Act, and paid over to the person or persons legally entitled thereto, or otherwise applied for the use of the said Town, shall forthwith account for all such moneys to the said Town Council, and pay over all such moneys as shall thereupon be found due or payable by him or them in respect thereof to the Treasurer to the use of the said Town.

MUNICIPAL LANDS AND PROPERTY.

72. The several leasehold lots of land whereupon the Police Station and Lock-up House and the Fire Engine Houses within the said Town now stand, as the same respectively are now vested in or held by the Commissioners of Police, or by the Firewards of the Parish or Town of Portland, and subject to the several leases or licences heretofore granted in respect of the same, together with the said Police Station and Lock-up House and Engine Houses, all public slips, docks and landings within the said Town, and all other lands