

# Merritton Fire Department fonds

1888-1974, n.d.

RG 14

Brock University Archives

<b>Creator:</b>	Merritton Fire Department
<b>Extent:</b>	50 cm of textual records (1.5 boxes)
<b>Abstract:</b>	The fonds contains information about the activities of the Merritton Fire Department. The bulk of the collection consists of minute books.
<b>Materials:</b>	Minute books, reports, membership lists, correspondence and financial documents.
<b>Repository:</b>	Brock University Archives
<b>Processed by:</b>	Chantal Cameron
<b>Last updated:</b>	September 2018

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<b>Preferred citation:</b>	RG 14, Merritton Fire Department fonds, 1888-1974, Brock University Archives, Brock University.
<b>Acquisition info.:</b>	Fonds was donated by Paul Hutchinson in 1999[?], who had received the records from a former Merritton fire chief.

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**Administrative history:**

Merritton, Ont. was incorporated as a village in 1874. The Merritton Fire Department was established 14 years later on August 17, 1888, with Mr. A.R. Thompson as President and Richard Clark as Captain. The fire department became a unit of the St. Catharines Fire Department in 1961, when Merritton amalgamated with St. Catharines, Grantham and Port Dalhousie. The Merritton unit served the community until they disbanded in 1977. In 2017, a cenotaph was unveiled at the Merritton Town Hall that pays tribute to the Department.

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**Scope and content:**

The fonds contains information about the activities of the Merritton Fire Department. The bulk of the collection consists of minute books. Other materials include committee reports, fire reports, member accounts books, and administrative papers including correspondence and financial documents.

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**Organization:**

The fonds was organized into four series:

Series I: Minutes, 1888-1974.

Series II: Reports, 1893-1963, n.d.

Series III: Membership, 1888-1934.

Series IV: Administrative Papers, 1900-1960, n.d.

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**Inventory:****Series I: Minutes, 1888-1974.**

- 1.1 Minute book, August 1888-1899. Includes a list of charter members, dated August 17, 1888.
- 1.2 Minute book, 1899-1908.
- 1.3 Minute book, 1908-1926.
- 1.4 Minute book, 1926-1942.

- 1.5 Minute book, 1942-1963.
- 1.6 Minute book, 1963-1974. The front page includes a list of Truck Committee Officers and maintenance men.

**Series II: Reports, 1893-1963, n.d.**

- 2.1 Committee Reports, 1893-1931. Contains minutes of meetings concerning special events such as picnics, banquets, festivals, and dances.
- O.1 Fire Report Book, 1952-1959. Contains details of fires, including the date, place, time out and time returned, and the number of men attending. The reports are found on pages 150 to 166. The first few pages also contain a record of attendance at practice meetings and at fires.
- 2.2 Fire Reports, 1952-1960, n.d. Contains typewritten, loose pages of fire reports.
- 2.3 Proceedings of the 62<sup>nd</sup> Annual Convention of the Firemen's Association of Ontario, August 2-5, 1963.

**Series III: Membership, 1888-1934.**

- 2.4 Member Accounts book, 1888-1899. Contains the names of members, fees due, and payments made.
- 2.5 Member Accounts book, 1898-1934. Contains the names of members, fees due, and payments made.
- 2.6 Roll book, 1890-1934. Contains monthly attendance records.

**Series IV: Administrative Papers, 1900-1960, n.d.**

- 2.7 Correspondence, 1908-1942, n.d. Contains general correspondence received by the Merritton Fire Department.
- 2.8 Receipts and invoices, 1904-1961, n.d.
- 2.9 Financial statements, 1933, 1959. Contains a statement for a boxing tournament in September, 1933, and a general statement for 1959.
- 2.10 Guest book, 1950. A guest book from the official opening of the Merritton Fire Hall on May 23, 1950.

- 2.11 Other papers, 1900-1960, n.d. Includes a copy of the by-law to provide for the establishment and regulation of a volunteer fire department in the Town of Merritton (1949); an inventory of department equipment (1952); a list of members with measurements for uniform fittings; and a subscription list for the Merritton Memorial fund (to erect a memorial in memory of the 21 Merritton men who gave their lives for King and Country in the Great War).