

Box #	File #	File Title - Description	Date	Restrictions / Comments
		Speeches		
1	1	First inaugural speech [as mayor], 2 copies. Proclamation, Youth Appreciation Week, Nov. 9-15 (2 copies). Armistice Day, Nov. 11. Diabetes detection week, Nov. 14-21. Gyro Club, Dec. 15. Death of Lt. Gov. J. J. Bowlen. Dec.16. Christmas message, Dec. 25. Welfare referral service. DeMolay.	1959	
1	2	New Year message (2 copies), Jan. 1. Jasper Place Chamber of Commerce re: amalgamation (2 copies). Strathcona Baptist Men's Club, Feb. 5 (draft and final text). Includes remarks on public vs. private business. Cf. McDougall Men's Club speech.	1960	
1	3	Speech [to real estate audience?] re: economic prospects for 1960 (2 copies). Comments re: gas prices. Speeches re: gas prices (2 copies of 2 speeches). Speech re: official remuneration (2 copies). McDougall Men's Club, Jan. Includes remarks on public vs. private business. Cf. Strathcona Baptist Men's Club speech.	1960	
1	4	Comments re: council rules and procedures. Note and message to Edmonton Real Estate Association, Mar. White Cane Week, Feb. 7-13. Governor-General Georges P. Vanier visit (draft and final text). Comments re: address by Carl Goldenberg.	1960	
1	5	Kiwanis Club, May 16 (manuscript and typescript). Home and School Association convention, Lethbridge, June 9. Planning seminar, June 22.	1960	
1	6	Junior League, Sept. 13 Canadian Credit Institute, Sept. 20 (2 copies). Press release re: money by-laws. Press release re: voting. Remembrance Day, Nov. 11 (2 copies).	1960	
1	7	Memo and speech YMCA dedication address, Nov. 18. Delton Baptist Men's Club, Nov. 23. Memo re: 105 St. overpass, Dec. 16. Christmas Greeting, Dec. 25.	1960	
1	8	Speeches re: amalgamation. Cf. Jasper Chamber of Commerce speech. Comments re: amalgamation and tax issues with provincial government (hand-script and typescript).	1960	
1	9	Comments re: amalgamation.	1960	
1	10	New year's greeting, Jan. 1 (2 copies). Edmonton Journal, Jan. 9. McDougall United Church Men's Club, Jan. 11. Advertising and Sales Executive Club, Jan. 16. Co-op Wholesale dinner, Jan. 24. Recommendation by mayor re: Commission Board, Planning and Development.	1961	
1	11	Corrosion Engineers, Feb. 1. Personnel Association, Feb. 6 (2 copies). Economic growth. "Can we Keep Canada Canadian?" Appreciation dinner, University of Alberta, Feb. 23.	1961	

1	12	Nazarene Sunday School, April 2. Submission of the City of Edmonton to the Agriculture Committee of the Legislative Assembly, Province of Alberta re: School Financing Program, Apr. 3. Speech re: school taxes. Canadian Nazarene College, April 17.	1961	
1	13	Citizenship ceremony, May 17. Press statement re: amalgamation. Rotary Club, Toronto, May 29.	1961	
1	14	Press release re: candidacy for re-election, July 15 (hand-script and typescript). Press release re: Bill hemming candidacy for city council. Press release re: Civic Centre hotel, July 27 (hand-script and typescript).	1961	
1	15	Press release re: Don't be a litterbug campaign, Aug. 4. Call for special council meeting re: Civic Centre, Aug. 17 (3 copies). Parks and Recreation Association convention, Aug. 28 (fragment and full text). Community Leagues dinner, Sept. 19 (draft and final text).	1961	
1	16	Draft comments: conflict-of-interest allegation. United Community Fund, Oct. 3. Community Planning Association, Oct. 4. Junior Chamber of Commerce. Campaign radio announcements, CJCA, Oct. 6, 10, 13 (2 copies). Campaign radio address, CFRN, Oct. 9 (draft and final text). Campaign radio address, CHED, Oct. 10. South Side Legion, Oct. 10.	1961	
1	17	Campaign speech, Alberta Avenue, Oct. 11. Campaign speech, Assumption Hall, Oct. 13 (draft and final text). Campaign speech re: money by-laws.	1961	
1	18	Statement re: University of Alberta expansion, Oct. 13. Campaign radio address, CHED, Oct. 13. Campaign radio address, CFRN, Oct. 14. Archer Memorial lecture, Oct. 14. Campaign speech, Memorial Hall, Oct. 16. City Council speech, Oct. 23.	1961	
1	19	Remembrance Day, Nov. 11 (draft and final text). Alberta Association of Municipal Districts convention, Nov. 16 (draft and final text).	1961	
1	20	Alberta School Trustees Association convention, Nov. 23 (draft and final text). Christmas message, Dec. 25.	1961	
1	21	New Year's message, Jan. 1 (draft and final text). Edmonton Journal, Alberta review and forecast. Rotary Club, Jan. 4 (2 drafts and final text).	1962	
1	22	Meet the mayor, Jan. 7. McDougall Church Men's Club, Jan. 10 (copy and fragment). Statement re: airport. Kiwanis Club, Jan. 29	1962	
1	23	Invitation and address, Young Men's Christian Association, Feb. 12. Introduction of David R. Jacox as airport manager. Lions Club, Mar. 29 (2 copies). Announcement, retirement of James Bell as airport manager.	1962	

1	24	News release re: Civic Centre development, Apr. 28. Radio addresses, CFRN, Apr. 29, May 13. Chamber of Commerce seminar on Civic Centre, June 6. Greetings, Canadian Chamber of Commerce convention, Sept. 7. Civic Centre Seminar, Sept 27. Progress report, Civic Centre Development proposal. Junior Chamber of Commerce, Oct. 3 (2 copies). Statement re: construction employment.	1962	
1	25	Government of Alberta seminar, "the viewpoint of government (municipal)", Oct. 16. Address, city council, pre-election meeting. Canadian Legion, Oct 26. Meet the mayor, Dec. 7. Christmas message, Dec. 25. Year-end radio address, CBX.	1962	
1	26	New Year message, Edmonton Journal. Statement re: Metropolitan Edmonton Transportation Study. Memorandum re: mill rate, Mar. 25. Statement to Local Authorities Board re: amalgamation, April. Proclamation, Mental Health Week, April 28-May 4. Business and Professional Women's Club, April 24. Statement on motion of Alderman Bodie re: Edmonton power expansion, May 2 (draft and final text).	1963	
1	27	Official opening, Royal Alexandra Hospital, new active treatment hospital, May 15. Official opening, Empire Building, June 12 (draft and final text). Seminar, "The political and administrative structure of municipal government".	1963	
1	28	Rotary Club, June 20. Press release, Edmonton Federation of Community Leagues, June 26. Press release, retirement of W.B. Cairns, personnel director, July 3. Kiwanis Club, Aug. 19 (2 copies).	1963	
1	29	Press release, provincial investigation into power costs, Sept. 3. Beulah Home, Sept. 29. Statement re: mayoralty election, supporting candidacy of Stan Milner. Joint statement, mayor and chairman, Exhibition Board re: management of Coliseum. Announcement, Klondike Days advisory committee. "Why is good local government necessary?" Official opening, CN Tower (2 copies). Statement, contribution to relieve hay River flood disaster. Statement re: mill rate (draft and final text). Greetings to unidentified association. Joint statement, mayor and chairman, Edmonton Parks and Recreation Advisory Board.	1963	
		General Correspondence		
1	30	April – July. Mayor William Hawrelak.	1959	
1	31	August. Mayor William Hawrelak.	1959	
1	32	September - October. Mayor William Hawrelak, Acting Mayor F.J. Mitchell.	1959	
2	33	Sept. 24-October 14. Congratulations on election.	1959	
2	34	October 15. Letters of congratulation on election.	1959	
2	35	October 15. Telegrams of congratulation on election.	1959	
2	36	October 16. Congratulations on election.	1959	
2	37	October 17. Congratulations on election.	1959	
2	38	October 18-19. Congratulations on election.	1959	

2	39	October 20-21. Congratulations on election, letter re: amalgamation, city legal opinion re: business between Commercial Printers and City.	1959	
2	40	October 22. Congratulations on election.	1959	
2	41	October 23. Congratulations on election.	1959	
2	42	October 27-31. Congratulations on election, private legal opinion re: business between Commercial Printers and City.	1959	
2	43	November 1-3. Congratulations on election.	1959	
2	44	November 4-15. Congratulations on election.	1959	
2	45	November 16-30. Congratulations on election, proposed planning commission.	1959	
2	46	December 1-9. Includes issue of power provision re: amalgamation.	1959	
2	47	December 10-25. Includes Christmas greetings.	1959	
2	48	April –June.	1960	
2	49	July.	1960	
2	50	August 1-13.	1960	
2	51	August 15-31.	1960	
2	52	September 1-14.	1960	
2	53	September 16-24.	1960	
2	54	September 25-30.	1960	
2	55	October 3-17.	1960	
2	56	October 19-29.	1960	
2	57	November 1-15	1960	
2	58	November 16-29	1960	
3	59	December 1-10.	1960	
3	60	December 12-19.	1960	
3	61	December 20-29.	1960	
3	62	January 4-6.	1961	
3	63	January 9-18.	1961	
3	64	January 19-31.	1961	
3	65	February 1-6.	1961	
3	66	February 7-17.	1961	
3	67	February 21-28.	1961	
3	68	March 1-9.	1961	
3	69	March 10-19. Includes correspondence re: Yellowhead route.	1961	
3	70	March 20-28.	1961	
3	71	March 29-31.	1961	
3	72	April 1-11.	1961	
3	73	April 12-24.	1961	
3	74	April 18-22.	1961	
3	75	April 24-28.	1961	
3	76	May 1-15.	1961	
3	77	May 16-31.	1961	
3	78	June 1-12.	1961	
3	79	June 13-22.	1961	
3	80	June 26-30.	1961	
3	81	July 3-7.	1961	
3	82	July 10-18.	1961	
3	83	July 21-31.	1961	
3	84	August 1-10.	1961	
3	85	August 10-17. Includes correspondence re: possible NDP candidacy in federal politics.	1961	
3	86	August 18-31.	1961	
3	87	September 6-21.	1961	
4	88	September 22-29.	1961	
4	89	October 1-12. Includes election correspondence.	1961	
4	90	October 13-19. Includes election correspondence and congratulations on re-election.	1961	

4	91	October 20. Includes congratulations on re-election.	1961
4	92	October 21-24. Includes congratulations on re-election.	1961
4	93	October 25-30. Includes congratulations on re-election.	1961
4	94	November 1-9. Includes congratulations on re-election.	1961
4	95	November, 10-21.	1961
4	96	November 22-30.	1961
4	97	December 1-12.	1961
4	98	December 13.-	1961
4	99	December 18-31.	1961
4	100	January 2-8.	1962
4	101	January 9-16.	1962
4	102	January 17-31.	1962
4	103	February 1-6.	1962
4	104	February 8-17.	1962
4	105	February 19-28.	1962
4	106	March 2-9.	1962
4	107	March 12-22.	1962
4	108	March 26-29.	1962
4	109	April 2-5.	1962
4	110	April 9-16.	1962
4	111	April 17-30.	1962
4	112	May 1-14.	1962
4	113	May 15-28.	1962
4	114	May 29-31.	1962
4	115	June 1-6	1962
4	116	June 8-10.	1962
5	117	June 11-19.	1962
5	118	June 20-27.	1962
5	119	June 28-30	1962
5	120	July 2-11.	1962
5	121	July 12-17.	1962
5	122	July 18-31.	1962
5	123	August 1-13.	1962
5	124	August 15-31.	1962
5	125	September 1-13.	1962
5	126	September 14-20.	1962
5	127	September 21-30.	1962
5	128	October 1-6.	1962
5	129	October 7-19.	1962
5	130	October 21-31.	1962
5	131	November 1-12.	1962
5	132	November 13-21.	1962
5	133	November 22-30.	1962
5	134	December 1-17.	1962
5	135	December 19-31. Includes correspondence re: illness.	1962
5	136	January 1-3. Includes correspondence re: illness.	1963
5	137	January 4-12. Includes correspondence re: illness.	1963
5	138	January 14-23. Includes correspondence re: illness.	1963
5	139	January 24-29. Includes correspondence re: illness.	1963
5	140	January 29-31. Includes correspondence re: illness.	1963
5	141	February 1-14.	1963
5	142	February 16-28.	1963
5	143	March 1-12.	1963
5	144	March 13-20.	1963
5	145	March 21-29.	1963
5	146	April 1-8.	1963
6	147	April 9-16.	1963
6	148	April 17-30.	1963
6	149	May 1-7.	1963
6	150	May 8-16.	1963
6	151	May 17-29	1963

6	152	June 1-18.	1963	
6	153	June 20-30.	1963	
6	154	July 2-12.	1963	
6	155	July 13-18.	1963	
6	156	July 19-29.	1963	
6	157	August 1-10.	1963	
6	158	August 11-17.	1963	
6	159	August 19-30.	1963	
6 & MS o/s map cabinet	160	September 1-12. Includes map – Principal Tribes of North America – Canadian Centennial 1967 (map of North America divided into territories for the 44 main First Nations groups, including Mexico), by United Indian Federation of America, 1967.	1963, 1967	
	161	September 16-23.	1963	
	162	September 24-30.	1963	
	163	October 1-19.	1963	
		Miscellaneous papers		
6	164	News clippings. Includes items concerning trans-Canada highways, Edmonton airport, Canadian gas markets, civic centre development, education taxes,	1962-1963	
6	165	Reports. Includes: Trans-Canada Highway System (Yellowhead Route) Association report to John Diefenbaker, 20 Nov 1961; Report by Manitoba Chamber of Commerce to the Prairies Regional Committee, re: rail line abandonment, n.d.; statement by J.A. Ouimet, President, Canadian Broadcasting Corporation to Parliamentary Committee on Broadcasting, re: 1961 football telecasts, 18 May 1961.	1961, n.d.	
6	166	Papers. Includes: Memoranda re: Henry Elvins Spencer, Edgerton, AB; School Foundation Fund; Safe Driving Week 1962; Miss Zoie Gardner	1962, n.d.	
6	167	Historical narratives. Includes: McDougall & Secord (1897 to 1909), McDougall & Secord Ltd (1909-1928) - history of the firm; John Alexander McDougall (1854-1928	n.d.	<i>formerly in clipping files: McDougall & Secord Ltd.; McDougall, John Alexander</i>
7	168	Reports. Includes: Edmonton Civic Centre - a plan submitted to the City by Webb & Knapp (Canada) Ltd., Feb 1962. Prepared by I.M. Pei & Associates, Architects and Planners	1962	

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