

Feeling an earnest desire to meet the just expectations of the Railway Company, and of the Contractor, by reducing the expenses of the Staff to its lowest practicable limits during the coming winter months, it becomes my further duty to give you notice, as required by the Regulations, that after the close of the month of December next, your services, under your present appointment, will terminate; and I will thank you to extend this notice in proper form, to every person connected with the Staff upon the Residency under your charge.

In giving the above notice at the present time, however, I reserve the right to retain in the service of the Company, after the close of December, such members of the present Staff, as the then condition of the work, and the circumstances of the case may seem to require.

In view of the present partial suspension of work upon the line, on account of the inclemency of the weather; and of the probability that much of the work will remain in a state of suspense during the next four or five months; and also in view of the fact, that the estimate for the present month, may be the last one that you may be called upon to make of the work done and of materials delivered, and ready for delivery upon your Residency; it becomes my further duty to call your particular attention to the importance of having every item composing this estimate, measured and computed with the greatest precision and accuracy; also, that the quantities returned by you of work done, materials delivered, &c., should embrace only such as come fully up to the requirements of the contract and specifications; and also, that the estimate of materials delivered and ready for delivery, should embrace only such as have actually been paid for by, and are now in possession of the principal Contractor, or his authorized agents, to such an extent, that upon being included in the monthly or progress estimates prepared in this office, and paid by the Railway Company, they will be quite sure of being eventually placed in the work for which they were designed.

In cases of doubt in relation to any of the foregoing points, you will please enter the questionable items in your supplemental estimate, with full explanatory remarks; so that the question may be decided here, before the next progress estimate is certified by the Chief Engineer, and laid before the Board of Directors.

Your very truly,

(Signed), S. SEYMOUR,
Engineer in Chief.

To JOHN LINDSAY & L. B. HAMLIN,
Resident Engineers,
North Shore Railway.