

an appeal to the Council by any two members ; which appeal shall always be put in writing. On such an appeal no member shall speak more than once.

5. It shall be the duty of the Presiding Officer, and the privilege of any member of the Council, to call a member to order who violates an established "Rule of Order."

#### ADMISSION OF THE PUBLIC.

6. That the public be permitted to attend in that part of the Council Chambers provided for their accommodation ; and may report and publish its proceedings, except in case of any special meeting, when the Council consider the public interest would be better served by their proceedings being conducted in private.

#### NOTICES OF BUSINESS.

7. Previous to the introduction of any business at any meeting of the Municipal Council, a notice in writing of any business proposed to be brought forward by any members, shall be publicly exhibited for twenty-four hours previously to such meeting in some public place to be agreed upon by the Municipal Council, and all notices of business, signed by the Mayor or any member of the Council, shall be handed to the Clerk, at or previous to, any meeting of the Council, who shall read the same at such meeting and place them on file.

#### ORDER OF NOTICES.

8. That the Clerk, on filing notices, shall place, first, those which are in the Mayor's name, and afterwards, all others, standing in the order in which they have been delivered to him ; who shall number and date them as received. He shall also publicly exhibit all notices, as the Act of Incorporation directs.

#### ORDER OF PROCEEDINGS.

9. That at all meetings of the Council, the Clerk shall read, first, the minutes of the previous Council meeting ; the said minutes to be approved or amended and adopted. That he shall then state what communications have been received since the last meeting, relating to the business of the Council, and read such of them as the Mayor, or any two members of the Council, desire to have read.

10. That after the minutes of the previous meeting and communications have been read, the business, of which due notice has been given, shall be taken up, in the order in which it stands on file ; after which reports of committees shall be acted upon, in the order in which they have been received. Deferred business shall take precedence of reports of committees.

#### MODE OF VOTING.

11. That the Council vote on all questions by show of hands, except that on demand of any member, the Clerk shall call the roll, and record the yeas and nays. After the roll is called, the result shall be read aloud, to rectify mistakes, if any ; after which the Clerk shall hand the vote to the Mayor, or Presiding Officer, (as the case may be), who shall announce the same ; providing always that an election for any officer shall be by ballot, and a majority of all votes cast shall be necessary to elect.