

Duties of  
secretary.

**11.** The Secretary of each section shall carefully record the deliberations and proceedings of the meetings of his section and of the Council of his section, and shall keep minutes thereof in a book to be kept for that purpose; and he shall be the keeper of the archives of his section, which shall be deposited in a place of safety, to be fixed by the Council of each section;

2. He shall deliver all copies, certificates and other papers which may be required, and such copies signed and certified by the Secretary, and sealed with the seal of the section, shall be admitted and received as authentic in all Courts of Justice in Lower Canada.

Duties of  
treasurer.

**12.** The Treasurer of each section shall have the keeping of the common fund of his section, shall receive and pay all sums, the receipt or expenditure whereof is authorized, and shall render an account of his administration every year at the meeting held for the election of the Council, and whenever he shall be required by the Council so to do.

In case of ab-  
sence of offi-  
cers.

**13.** In case of the absence, illness or death of any officer of any councils, his place shall be filled up as follows, viz.: that of the Bâtonnier by the oldest member of the Council reckoning by date of admission to the profession, and that of any other officer by an officer to be chosen temporarily by the Council; and in case of the absence, illness or death of any of the members of the Council, the Council may fill up their places in the same manner by the same number of other members to be chosen from among the members of the section.

Duties of Bâ-  
tonnier.

**14.** The Bâtonnier of each section shall only vote in case of an equality of votes; and he shall then have the casting vote at all meetings and debates, either of the Council or of the members of the section; the Bâtonnier of each section may call special and extraordinary meetings whenever he deems it expedient; he shall be vigilant in enforcing the observance of the by-laws, rules and orders, and in maintaining order at meetings; he may call to order such members as are out of order, and also censure and reprimand them.

#### MEETINGS OF THE GENERAL COUNCIL.

Meetings of  
Bâtonniers.

**15.** Within the month next after the annual elections of Councils of sections, the Bâtonniers of such Councils shall meet alternately at Montreal and Quebec, the first of such meetings being held at Montreal, to elect from among themselves the President, and from among the members of the different sections, the Secretary-Treasurer of the General Council of the Corporation, and also to make such by-laws as by the third section of this Act they are empowered to make;

Quorum.

2. The quorum of the General Council shall be the majority of the said Council, and any question raised shall be decided by the majority of the members present.

Duties of se-  
cretary and  
treasurer of  
general coun-  
cil.

**16.** The duties of the Secretary-Treasurer of the General Council shall, with respect to the said General Council and the Corporation, be analogous to those of the Secretary and Treasurer of each section with respect to their section; and all copies of minutes of the proceedings of the said General Council, certified by the Secretary-Treasurer of the Council, under the seal of the Corporation, shall be received as authentic in all Courts in this Province.