

52. When a by-law passes the Council, the Warden and Clerk shall sign it and put the date and seal of the Corporation thereon in open Council.

53. The Corporate Seal of this Council shall be in the custody of the Clerk, and shall not be affixed or impressed upon any document or instrument, except by him in the presence of the Warden, or that of the temporary chairman, or when authorized by this Council or by law.

ORDER OF BUSINESS

54. When any order, resolution or question, has been lost by the Council or Committee dissolving for want of a quorum, the order, resolution or question so lost shall after the routine business be the first business to be proceeded with, and disposed of at the next meeting of such Committee or Council.

55. At each regular meeting of this council, and at each special meeting thereof, called for the transaction of special or any business, the following shall be the order of procedure:

1st. Calling the Roll.

2nd. Reading Minutes, if any.

3rd. Receiving communications.

4th. Receiving Petitions.

5th. Receiving Reports.

6th. Referring matter to Committees.

7th. Any Special Business.