

The Township Clerk presides at meetings of the Township, until a Chairman is chosen.

He must keep a record of all the proceedings at the Township meetings, which record, together with all other papers, monies, and property belonging to the Township, are to be by him handed over to his successor.

He must affix publicly at the place of meeting, immediately after the Township meeting has adjourned, a list of the officers elected. He must keep a book, wherein to enter their declarations of office; and if, at the end of twenty days, the officers so elected shall not have subscribed, he must transmit to a Justice of the Peace, and a Councillor of the Township, a list of such officers as have not subscribed.

The Township Clerk must keep an account of all monies coming into his hands, belonging to the Township, and present the same to the District Auditors, to be by them examined and approved of; and he must submit to the Township meeting a copy of such account.

He must make out a list of all the persons in his Township, liable to perform Statute labour, shewing the number of days every person is liable to work, from which list the Overseers have authority to make extracts.

ASSESSOR.

The Assessor must apply to the Clerk of the Peace for blank forms, in which to enter his Assessment.

He must make out his Roll between the First Monday in January and the April Quarter Sessions.

He must make personal application to each rateable inhabitant in the Township, and demand from him a true list of all his land, tenements, and rateable personal property, which, together with his own property, he must enter correctly on his Assessment Roll.

If he has reason to believe, that any person is giving him a false or incorrect return of his property, he must nevertheless take the return as given to him; but he is, in that case, bound to report such person to a Magistrate, at least fourteen days before he returns his Roll to the Clerk of the Peace.

He must make out a list of all lands in the Township, which are not included in the Assessment Roll.

He must return to the Clerk of the Peace his Assessment Roll, signed, and verified upon oath,* and the list of lands, before the April Quarter Sessions.

The following instructions will be a guide in doubtful points,—

A house with two rows of windows in the front is a two storied house.

A house must be taken to be built of such materials, as the principal part of such house is built of.

A log-house clap-boarded or plastered is, nevertheless, only a log-house.

All fire-places above two are additional fire-places and must be counted, whether in use or not.

A stove in any room without a fire-place is counted an additional fire-place.

A store and dwelling-house in one building are to be both rated separately.

A house occupied as a dwelling-house must be rated, whether it be finished or not.

COLLECTOR.

The Collector must lodge his bond with the Treasurer before the July Quarter Sessions.

If any person, rated in the Assessment Roll, shall refuse or neglect to pay

* THE CENSUS.—By a recent Act provision is made for taking a periodical Census and Statistics in such forms as may be prepared by the Government, the Enumerators for taking the same to be appointed by the District Councils.