

question read or "put" by the presiding officer, she shall not vote on that question.

19. When a debate on a question is concluded, the presiding officer shall proceed to put the question. If the question has not been heard she shall read it again to the meeting. Having read the question on which the decision of the meeting is to be first given, she shall take the sense of the members by saying, "Those who are in favor of the motion or amendment shall say aye," "those who are of the contrary opinion shall say no." When the supporters or the opponents of the motion have given their voices for and against the same, the presiding officer shall say, "I think the ayes have it," or, "I think the noes have it," or, "I cannot decide." Any member of the Council feeling a doubt as to the correctness of the decision may call for a division.

20. On the general business of the Council, the sense of the delegates shall be taken in the usual parliamentary method of asking for ayes and noes as described in the foregoing order; in cases where a division is called for, the vote shall be taken by calling over the roll of affiliated bodies, when the vote of each such body be given by the delegate or delegates present.

21. The President, or person occupying the chair, shall have a casting vote when there is a tie, but shall not otherwise vote as a member of the Council.

22. In the event of the full number of delegates from any affiliated society or institution not being able to attend, the full number of votes to which each such body is entitled shall be given by such delegate or delegates as are present.

23. The responsibility for the appointment and instruction of delegates to the Annual Meeting rests solely with the bodies appointing, and delegates are required to act in strict accordance with the instructions of the affiliated society or institution which they represent, and on points which may incidentally arise, as far as they can judge in accordance with the spirit of that organization, and not as individuals.

24. When any doubt arises on the proper procedure to be followed, reference shall be made to Dr. Bourinot's book on "Parliamentary Procedure and Procedure at Public Meetings."

#### V.—AMENDMENT OF STANDING ORDERS.

1. The by-laws may be altered or amended at any time by a two-thirds vote of the Executive Committee, notice of proposed change having been given at a previous meeting.