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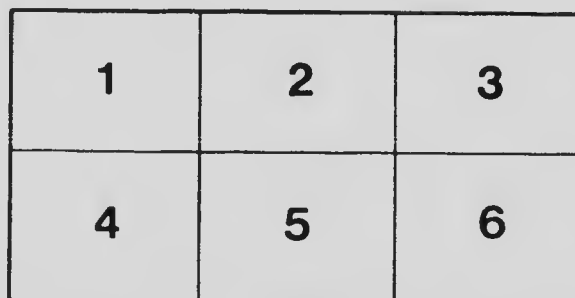
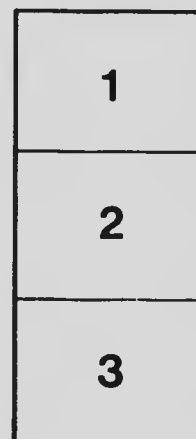
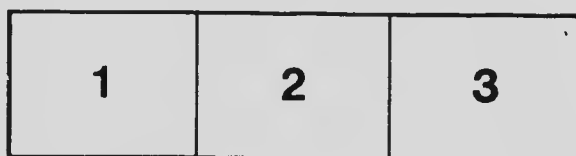
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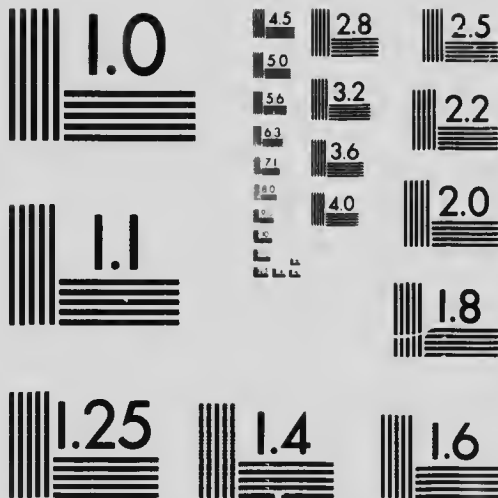
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Joseph Brockville, Ont.

Law > *Board of Trade*

**Constitution
and
By-Laws**



**Brockville
Board of
Trade.**

OFFICERS AND COMMITTEES

OF THE

Brockville Board of Trade

1 9 0 7 .

JAS. H. GILMOUR, - - - President
H. A. STEWART, - - - Vice-President
WM. SHEAPER, - - - Secy.-Treasurer

COUNCIL

Wm. C. MacLaren, (Chairman)
H. Y. Farr, R. G. Murphy,
W. H. Davis, A. T. Wilgress,
John A. McKenzie, T. J. Storey,
O. K. Fraser.

BOARD OF ARBITRATION

Geo. I. Mallory, (Chairman)
Jas. Williams, John Cawley,
Chas. H. Buell, A. A. Fisher,
H. W. Going, E. A. Buckman,
J. Curtin, Fred A. Stagg,
Jas. R. Bresnan, John Culbert,
A. G. Dobbie.

RAILWAY COMMITTEE

J. H. A. Briggs, (Chairman)
F. B. Cossitt, A. Gilmour.

MANUFACTURERS COMMITTEE

V. R. Marshall, (Chairman)
C. J. Shirreff, A. C. Hardy,
W. P. Millar, J. A. Derbyshire.

MERCANTILE COMMITTEE

F. R. Curry, (Chairman)
Robert Craig, Wm. Rhodes,
Geo. T. Lewis, F. B. Steacy.

LOCAL IMPROVEMENT COMMITTEE

Rev. D. Strachan, (Chairman)
W. B. Reynolds, Robt. Wright,
Geo. A. Dana, W. A. Gilmour.

CONSTITUTION AND
BY-LAWS

OF THE

Brockville
Board of Trade.

Organized December, 1906.

BROCKVILLE :
The Brockville Times Print
1907

CHAPTER 130.

REVISED STATUES OF CANADA, 1886, AND AMENDMENTS THERETO.

An Act respecting the incorporation of Boards of Trade, and amendments thereto.

Her Majesty, by and with the advice and consent of the Senate and House of Commons of Canada, enacts as follows:—

1. In this Act, unless the context otherwise requires,—

Interpreta-
tion.
"District."

In the
N.W.T.

Expression
further
defined.

"Board of
Trade."

(a) The expression "district" means the judicial district, city, county, town or village (to any of which may be added one or more townships selected for that purpose) within and for which a board of trade is established under this Act; and with regard to the North-west Territories, means and includes also any electoral district, as constituted for elections to the Legislative Assembly for the North-west Territories, within and for which a board of trade is established, but in the province of British Columbia and in the Yukon Territory the expression 'district' means a mining division, or any tract of country described as extending to certain specified distances and in certain specified directions from any stated point.

(b) The expression "Board of Trade" includes Chamber of Commerce. 39 V., c. 34, s. 1, part.

(c) The expression "judicial district" as used in paragraph (a.) of this section means and includes any judicial district or temporary judicial district which is now or which may hereafter be set apart or constituted as such by any Act of the Parliament of Canada, or by any Act of the Legislature of any province of Canada, or by any proclamation issued under or by virtue of the provisions of any such Act.

Definition
of
"Judicial
District."

2. Any number of persons not less than thirty, who are merchants, traders, brokers mechanics, manufacturers, managers of banks or insurance agents, and residents of any district which has a population of not less than two thousand five hundred, or in the province of British Columbia, or in the Yukon Territory, not less than fifteen hundred, may associate themselves together as a board of trade, and appoint a secretary.
39 V., c. 34, s. I, part.

Formation
of Boards
of Trade.

Population
necessary
to form
Board.

3. The persons so associating themselves together as a board of trade shall, under their hands and seals, make a certificate specifying the name assumed by the association, and by which it shall be known,—also the name as hereinbefore defined, of the district in which the same is situate and its business is transacted, and the name of the person by them appointed secretary to the said board of trade. 39 V., c. 34, s. 1, part.

Certificate
of forma-
tion.

4. Such certificate shall be acknowledged before a notary public, commissioner for taking affidavits, or justice of the peace, by the secretary

Certificate
to be sent to
Secretary
of State.

of the said board of trade, and shall be forwarded to the Secretary of State, who shall cause the same to be recorded in a register to be kept for that purpose; and a copy thereof, duly certified by the Secretary of State, shall be evidence of the existence of such association. 39 V., c. 34, s. 1, **part.**

Persons incorporated to have certain powers.

5. The persons named as incorporators in the said certificate, and such other persons as afterwards join them, are hereby authorized to carry into effect the objects for which such association was constituted, and to exercise the powers and privileges conferred by this Act; and they and their associates, successors and assigns, by the name and style specified in the said certificate, shall be a body corporate and politic, with power to acquire, sell and convey any real estate, necessary for the objects of such association. 37 V., c. 51, s. 4, **part.**

Change of name.

(2.) Upon application by the corporation under its corporate seal, and signed by its president and secretary, the name of any such corporation may be changed provided the Governor in Council is satisfied that such change is not desired for any improper purpose and is not otherwise objectionable.

Notice and evidence.

(3.) Any such change of name shall be conclusively established by the insertion in the **Canada Gazette** by the Secretary of State of a notice of such change.

(4.) No rights or liabilities of the corporation shall be affected by a change of its name under the provisions of this section, and all actions commenced by or against the corporation prior to such change may be proceeded with by or against it under its former name.

Rights and obligations not affected.

6. The usual place of meeting of the said corporation shall be held to be the legal domicile thereof, at which service of any notice or process may be made. 37 V., c. 51, s. 4, part.

Domicile.

7. The officers of every board of trade shall be a president, vice-president and secretary, who, together with not less than eight other members, shall constitute a council, which shall be called "The Council of the Board of Trade of . . ."

Officers and Council of Board of Trade.

(adding the name of the district as hereinbefore defined), and who shall have the powers and perform the duties hereinafter mentioned; and when the foregoing provisions have been complied with, it shall be competent for a majority of the persons named as incorporators in the said certificate, to hold a meeting for the election of a president, vice-president and members of the said council and, without notice, to make and enact such by-laws, rules and regulations as are hereinafter mentioned. 37 V., c. 51, s. 5;—39 V., c. 24, s. 2.

First meeting for election of officers, etc.

8. The members of the said corporation shall hold general quarterly meetings in each year, at some place within the district,—of which, notice, naming the time and place, shall be

General quarterly meetings.

Election of
President
and mem-
bers of
Council.

given by the secretary of the council for the time being, at least three days previous to such meeting, through one newspaper or otherwise, as is thought necessary by the council; and at the first quarterly meeting held in each year, the members of the said corporation present, or a majority of them, shall elect, in the manner prescribed by the by-laws, from among the members of the corporation, a president, vice-president and secretary, and at least eight other members of the council, who, with the president, vice-president and secretary, shall form the council of the corporation, and shall hold their offices until others are elected in their stead, at the next first quarterly meeting of the ensuing year, as aforesaid, or until they are removed from office, or vacate the same under the provisions of the by-laws of the corporation:

Provision,
in case of
failure of
election.

(2.) If the said election does not take place at such first quarterly meeting, as aforesaid, the said corporation shall not be thereby dissolved, but such election may be held at any general meeting of the corporation, called in the manner hereinafter provided, and the members of the council in office shall remain members until the election is held. 37 V., c. 51, s. 6.

President
and vice-
president
to take
oath of
office.

9. The president and vice-president shall, before entering upon the duties of their office, take and subscribe before the mayor of the city or town, constituting the district, or before any justice of the peace, an oath in the form following, that is to say:—

“I swear that I will faithfully and truly perform my duty as of the Board of Trade, and that I will, in all matters connected with the discharge of such duty, do all things, and such things only, as I shall truly and conscientiously believe to be adapted to promote the objects for which the said board was constituted, according to the true intent and meaning of the same. So help me God.” 37 V., c. 51, s. 7.

Form of oath.

10. If any member of the council dies or resigns his office, or is absent for six months continuously from the meetings of the council, the council may, at any meeting thereof, elect a member of the corporation to be a member of the council, in the place of the member who has died or resigned, or is absent; and such new member shall be so elected by a majority of the members of the council present at any meeting of the same, if there is a quorum present at such meeting; and the member so elected shall hold office until the next annual election. 37 V., c. 51, s. 8.

Vacation of office, and filling vacancies in Council.

11. At any annual or general meeting of the corporation, whether for the purpose of electing members of the council or for any other purpose, a majority of members present at such meeting shall be competent to do and perform all acts which, either under this Act or under any by-law of the corporation, are or shall be directed to be done at any such general meeting. 37 V., c. 51, s. 9.

Majority present at meetings of corporation to have full power.

12. Any member of the corporation, who intends to retire therefrom or to resign his membership, may do so, at

Retirement of members.

any time, upon giving to the secretary ten days' notice, in writing, of such intention, and upon discharging any lawful liability which is standing upon the books of the corporation against him at the time of such notice. 37 V., c. 51, s. 10.

Making by-laws and regulations; for what purpose.

13. The majority of the members of the corporation present at any general meeting may make by-laws and regulations, and from time to time repeal, alter and amend the same, for the government of the corporation, providing for the admission, and subscriptions of members,—for the imposing of penalties,—for the expulsion or the retirement of members,—for the management of its council, officers and affairs,—for the guidance of the board of arbitrators hereinafter mentioned, and for fixing the date and place of the regular meetings of the council, and all other by-laws in accordance with the requirements of this Act or the laws of Canada:

To be binding.

(2.) Such by-laws shall be binding on all members of the corporation, its officers and servants, and all other persons, whomsoever, lawfully under its control:

Notice of proposed by-laws to be given.

(3.) No by-law shall be made by the corporation except as hereinbefore mentioned, without notice in writing thereof having been given by one member and seconded by another member at a previous meeting, and duly entered in the books of the corporation as a minute of the corporation. 37 V., c. 51, s. 11.

14. Every person resident within the district, who is or has been a merchant, broker, trader, mechanic, manufacturer, manager of a bank or insurance agent, shall be eligible to become a member of the corporation; and at any general meeting of the corporation any member of the corporation may propose any such person, as aforesaid, as a candidate for becoming a member of the corporation; and if such proposition is carried by a majority of two thirds of the members of the corporation then present, he shall thenceforth be a member of the corporation, and shall have all the rights and be subject to all the obligations which the other members possess or are subject to: Provided always, that any person who is not a merchant or trader, broker, mechanic, manufacturer, manager of a bank or insurance agent, shall be eligible to become a member of the corporation, in manner aforesaid, if such person is recommended by the council of the board of trade at any such meeting. 37 V., c. 51, s. 12.

Who may become members of the corporation, and how.

Proviso: as to persons not being traders, etc

15. The council, or a majority of them, by a notice inserted in one or more newspapers published within the district, one day previously to the meeting, or by a circular letter to each member, signed by the secretary of the corporation, and mailed one day previously to the meeting, may call a general meeting of the corporation for any of the purposes of this Act. 37 V., c. 51, s. 13.

Special general meetings of corporation.

16. The council may hold meetings from time to time, and adjourn the same when necessary, and may, at

Meeting of council, how convened, etc.

such meetings, transact such business as is, by this Act or by the by-laws of the corporation, assigned to it; and such meetings of the council shall be convened by the secretary, at the instance of the president, or upon the request of any two members of the council:

- Powers.** (2.) The Council shall, in addition to the powers hereby expressly conferred on it, have such powers as are assigned to it by any by-law of the corporation, except the power of enacting or altering any by-law, or admitting any member, which shall be done only in the manner provided for by this Act:
- Exception.**
- Quorum.** (3.) Any five or more members of the council, lawfully met, shall be a quorum, and a majority of such quorum may do all things within the powers of the council:
- Who to preside.** (4.) At all meetings of the council, and at all general meetings of the corporation, the president, or in his absence, the vice-president, or if both are absent, any member of the council then present who is chosen for the occasion, shall preside; and in all cases of equality of votes upon any division, he shall have a casting vote. 37 V., c. 51, s. 14.
- Casting vote.**
- Council to frame by-laws, etc., to be submitted at a general meeting.** 17. The council shall frame such by-laws, rules and regulations as appear to it best adapted to promote the welfare of the corporation and the purposes of this Act, and shall submit the same for adoption, at a general meeting of the corporation, called for that purpose, in the manner hereinbefore provided. 37 V., c. 51, s. 15.

18. All subscriptions of members due to the corporation under any by-law, all penalties incurred under any by-law, by any person bound thereby, and all other sums of money due to the corporation, shall be paid to the secretary thereof, and in default of payment, shall be recoverable in an action brought in the name of the corporation; and it shall only be necessary, in such action, to allege that such person is indebted to the corporation in the sum of money, the amount of such arrearage on account of such subscription, penalty or otherwise, whereby an action has accrued to the corporation by virtue of this Act. 37 V., c. 51, s. 16.

Recovery
of subscrip-
tions, etc

19. On the trial or hearing of any such action, it shall be sufficient for the corporation to prove that the defendant, at the time the demand was made, was or had been a member of the corporation, and that the amount claimed as such subscription, penalty or otherwise, was standing unpaid upon the books of the corporation. 37 V., c. 51, s. 17.

Proof in
action
brought in
such case.

20 The meetings of the council shall be open to all members of the corporation who may attend at the same, but who shall take no part in any proceedings thereat; and minutes of the proceedings at all meetings, whether of the council or of the corporation, shall be entered, in books to be kept for that purpose, by the secretary of the corporation; and the entry thereof shall be signed by the president or vice-president or the other person who presides at the meeting; and such books shall be open at all

Meetings of
council to
be open to
members.

Minutes.

Record
thereof.

reasonable hours to any member of the corporation free of any charge. 37 V., c. 51, s. 18:

Board of arbitration

Powers.

Form of submission to board.

Members of board to be sworn.

21. At the time hereby appointed for the election of the council, and in the same manner, the members of the corporation may elect, from their number, twelve persons, who shall form a board, which shall be called "The Board of Arbitration," and any three of such persons shall have power to arbitrate upon, and make their award in any commercial case or difference which is voluntarily referred to them by the parties concerned; and whenever such parties agree to bind themselves, by bond or otherwise, to submit the matter in dispute between them to the decision of the board of arbitration, such submission shall be understood to be made to any three members of the said board, who may, either by the special order of the said board, or by virtue of any general rules adopted by them, or under any by-law of the corporation touching the consideration of any cases so submitted, be appointed to hear, arbitrate and decide upon the case or cases so submitted to them; and such decision shall be binding upon the said board of arbitration and the parties making the submission; and any such submission shall be according to the form A in the schedule to this Act, or to the same effect. 37 V., c. 51, s. 19.

22. The several members of the board of arbitration shall, before they act as such, take and subscribe, before the president or vice-president of the corporation, an oath in the form

B in the schedule to this Act, that they will faithfully, impartially and diligently perform their duties as members of the board of arbitration, and such oath shall be kept among the documents of the corporation. 37 V., c. 51, s. 20.

23. Any member of the council may, at the same time, be a member of the board of arbitration. 37 V., c. 51, s. 21.

Members of council may be arbitrators

24. The three members appointed to hear any case submitted for arbitration, as aforesaid, or any two of them, shall have full power to examine, upon oath (which oath any one of such three members is hereby empowered to administer), any party or witness who, appearing before them, is so examined, and shall give their award thereupon in writing; and their decision, or that of any two of them, given in such award shall bind the parties according to the terms of the submission and the provisions of this Act. 37 V., c. 51, s. 22.

Powers of arbitrators as to examination in hearing cases.

Award.

25. The council of the corporation may appoint five persons to constitute a board of examiners to examine applicants for the office of inspector of flour and meal, or of any other article subject to inspection, and may do all such other acts, matters and things connected with the inspection of flour and meal or any other article, and shall have as full power and be subject to the same conditions as those conferred upon and required of the councils of the boards of trade by "The General Inspection Act"; and the said exam-

Power of council to appoint board of examiners of inspectors.

iners and inspector shall be subject to all the provisions touching their office set forth in the said Act. 37 V., c. 51, s. 23.

Boards of Trade may affiliate with Dominion Board of Trade.

Proviso.

26. Any board of trade duly registered as aforesaid, under the provisions of this Act, may become affiliated with the Dominion board of trade, on duly complying with all the terms and requirements of that organization, and may be represented at all its ordinary or special general meetings, held from time to time: Provided always, that the delegates or representatives to the Dominion board of trade shall be elected at a general meeting duly convened, of the board of trade desiring such affiliation as aforesaid. 37 V., c. 51, s. 25.

SCHEDULE OF FORMS.

Form A.

Know all men, that the undersigned and the undersigned (if there are more parties, that is, more separate interests, mention them) having a difference as to the respective rights of the said parties, as in the case hereunto subjoined, have agreed and bound themselves under a penalty of _____ dollars, to perform and abide by the award to be made by the Board of Arbitration of the Board of Trade of _____, in the case aforesaid, under the penalty aforesaid, to be paid by the party refusing to perform or abide

by such award to the party ready and willing to perform or abide by the same.

In witness whereof, the said parties have hereunto set their hands and affixed their seals at the _____ of _____ on the _____ day of _____, A.D. 19 _____.

A. B. (L.S.).

C. D. (L.S.)

37 V., c. 51, sch. part.

Form B.

I swear that I will faithfully, impartially and diligently perform my duty as a member of the Board of Arbitration of the Board of Trade of _____, and that I will, in all cases in which I shall act as arbitrator, give a true and just award, according to the best of my judgment and ability, without fear, favor or affection, of or for any person whomsoever: So help me God.
37 V., c. 51, sch. part.

BY - LAWS

OF THE

Brockville Board of Trade.

Interpretation Clauses.

1. Wherever the words "The Board" occur in the following By-laws, they shall be understood to mean the Corporation of the Brockville Board of Trade.

2. Wherever the words "The Council" occur in the following By-laws, they shall be understood to mean the Council of the Corporation of the Brockville Board of Trade.

By-law Number One.

Election of Members.

1. The names of candidates for membership shall be handed to the secretary, who shall submit the same to the council, and the election of such candidates shall be by ballot at the next general or special general meeting of the board that may be held thereafter, of which meeting, the secretary shall notify each member of the board by mailing to them at least three days prior to the date thereof, a circular specifying the date of such meeting and the names of the proposed candidates. In other respects the election of members shall be governed by the Revised Statutes of Canada. Chap. 130, Sec. 14.

2. The secretary shall immediately after the election of a candidate notify him by circular of his election, and as soon as he shall have paid his fees for the then current year, he shall have all the rights and be subject to all the obligations which the other members may possess or are subject to, and thereafter the regular payment of his fees and conformity in all other respects to the rules and regulations of the Board shall entitle him to continuous membership.

Secretary to notify candidates of election.

3. The annual membership fee shall be three dollars payable in advance, and shall be considered in arrears if not paid within one month from the date of the annual general meeting of the board, and no member shall be permitted to speak or vote on any question until he shall have signed the by-laws of the board and paid the annual fee for the then current year.

Membership fee.

4. If the fees of any member remain unpaid for six months he shall be notified that if not paid within fifteen days thereafter his delinquency shall be reported to the council who may strike his name from the list of members. The council may, however, reinstate such member on sufficient reason being given and on payment of arrears.

Members in arrears.

5. Any member or members in good standing shall have the privilege of preferring charges before the council, for unmercantile conduct or breach of contract or other misdemeanor, such charge to be made in writing, stating specifically the ground of complaint and signed by the party or parties preferring the same.

Members may prefer charges against other members.

Expulsion
of mem-
bers.

6. The expulsion of any member shall require a two-thirds vote by ballot of all the members present at the meeting at which such expulsion shall be proposed, which meeting shall be a general or special general meeting of the board, and notice of such intended motion to expel shall be given to each member of the board by the secretary mailing to each of such members at least five days before the date of such meeting, a circular specifying the date thereof stating that at such meeting a motion for expulsion will be voted on, and giving the name or names of the party or parties whose proposed expulsion is to be voted on and a short statement of the grounds of complaint.

Election of
officers
and com-
mittees.

7. The election of president, vice-president, and members of council, as well as of the board of arbitration and standing committees, shall be by ballot, unless a unanimous vote of the members present be obtained in favor of the names proposed, and the election of the council, board of arbitration, and committees shall each be determined by one ballot, the requisite number of members receiving the greatest number of votes to be declared elected. The Secretary-Treasurer shall be elected or appointed by the council.

Auditors.

8. Two auditors to be appointed at the annual general meeting, and they shall report annually at the general meeting as to the accounts of the Board and perform such other duties as like officials of other corporations.

9. The management of the affairs and business of the board shall be conducted by the council, which shall consist of a president, vice-president, secretary, and eight other members.

Council to consist of.

Duties of Officers.

10. It shall be the duty of the president or presiding officer at any general meeting to regulate the order thereof, to receive and put motions and to communicate to the meeting what he may think concerns the interests of the board.

Duties of President.

11. It shall be the duty of the Secretary to collect the assessments and pay the same to the treasurer, to give notice of and attend all meetings of the board and of the council and to keep a record of their doings, to conduct all correspondence and to carry into execution all orders, votes and resolutions not otherwise committed, to keep a list of the members of the board, to notify the members of the board of their election, to notify members of their appointment on committees, to keep a record of the doings of the standing and special committees when required to do so, and, under the direction of the council, to carry into effect the provisions of the act of incorporation, by-laws, orders, and resolutions of the board.

Duties of Secretary.

12. The treasurer shall have charge of and shall deposit in some chartered bank all funds belonging to the board, out of which he shall, on order of the secretary, countersigned by the president, or in his absence by the vice-president, pay accounts approved by the council, and shall keep

Duties of Treasurer.

a regular account of the income and expenditure of the board, an audited statement of which shall be laid on the table at the annual meeting or at any other time that he may be required by the council to do so.

Duties of Council.

Consider public measures affecting trade.

13. It shall be the duty of the council to take into consideration all measures of a public nature affecting the trade of the Town of Brockville. A suggestion to that effect can at all times be submitted in writing by any member of the board not a member of the council, and the council shall act thereon in accordance with a vote of the majority.

Make necessary representation to public bodies, etc.

14. The council, shall from time to time, make to any public bodies or any individuals whom it may be necessary to address, such communications and representations on subjects connected with the trade and manufactures of the Town of Brockville as may be deemed necessary.

Direct secretary, fix salaries, supervise, purchase and contract, audit accounts, etc.

15. The council shall direct the secretary in the discharge of his duties, shall fix the salary of that office and of all other persons employed by the board, shall supervise all purchases and contracts of the board, shall audit all bills and claims against the board and direct payment of the same, and shall have authority to execute all measures deemed proper by the board to promote its objects.

Minutes of Council to be open for inspection and to be read at general meetings.

16. The minutes of the council shall, at all times during business hours, be accessible to every member of the board, and all such minutes shall be read at the general meetings of the board. The actions and proceedings

of the council shall be subject to revision by the board.

Board of Arbitration.

17. The board of arbitration may appoint three of its members to hear, arbitrate, and decide upon any case or cases which may be submitted to them.

18. Parties desiring the services of the board of arbitration committee shall notify the secretary to that effect in writing, and shall file an agreement, with him, signed by the parties in controversy, binding themselves to abide by, perform and fulfil the final award which shall be made touching the matter submitted, without recourse to any other court or tribunal.

Parties desiring services of Board must, etc.

Neither party shall postpone the trial of a case longer than ten days after it has been submitted unless good cause can be shown therefor, satisfactory to the referees.

19. The fees for arbitration shall be determined by the arbitrators. If a dispute arises in reference to the fees, an appeal may be taken to the council.

Arbitrators' fees.

20. The fees shall be paid to the secretary for the benefit of the members sitting as arbitrators, and in addition the secretary shall be entitled to three dollars for each case submitted.

Fees to be paid to Secretary.

21. Arbitration fees, and all additional costs that may be incurred shall be paid by either of the parties in the case, as may be decided by the committee hearing the same, and shall be included in their award.

Committee to decide who liable for fees.

Evidence,
etc., may
be taken
verbatim.

22. Either party to any case, before any such arbitration committee, may demand that the evidence, statements and proceedings shall be reported verbatim, and the cost of same shall be assessed as the committee may determine.

Standing Committees.

23. The standing committees of the board shall be a Railway Committee of three members, two to be a quorum.

A Committee on Manufactures, of five members, three to be a quorum.

A Mercantile Committee, of five members, three to be a quorum.

A Local Improvements Committee, of five members, three to be a quorum.

The president and vice-president shall be ex-officio members of all committees except arbitration committees.

The railway committee shall take charge of the railway interests of the Town of Brockville, and endeavor to procure the best possible shipping facilities.

The committee on manufactures shall consider what can be done to procure the establishment of new manufactories and to foster and aid those already established, and shall report at each meeting of the council any plans or suggestions they may have to make.

The mercantile committee shall obtain the best possible information respecting the mercantile interests of the town of Brockville, encourage the advancement of those interests by all proper means within their power, and as far as possible, bring the influence

of the board of trade to bear in aid of that purpose, and shall report to the council at each meeting thereof.

The committee on local improvements shall consider what public improvements may from time to time be desirable in the interests of the town, and what steps should be taken to secure such improvements, and report at each meeting of the council any plans or suggestions they may have to make.

The president may have power during the interim between the meetings of the board to appoint special committees upon such subjects as he may deem necessary, whose duty it shall be to consider the subject committed to them and report at the next regular or special meeting of the board or council, but with no power to take further action.

Board Meetings.

The annual general meeting of the board shall be held on the last Monday in September in each year, except when that day may happen to be a legal holiday, in which case the meeting shall be held on the following day.

Bi-monthly general meetings of the board shall be held on the second Thursday of each of the months of September, November, January, March and May, unless any of these days happen to be a legal holiday when the meeting shall be held on the following day.

A quorum at any annual, bi-monthly or special general meeting of the board shall consist of not less than fifteen members.

Council Meetings.

The council shall meet at least once a month on the second Monday of each month except July and August at the call of the secretary.

Order of Procedure.

The order of procedure for meetings of the board shall be:

1. Chair to be taken at the hour fixed.
2. Reading minutes of previous meeting.
3. Proposals of new members.
5. Reading of correspondence.
4. Balloting for new members.
6. Reports of committees.
7. Unfinished business.
8. New business.

The order of procedure for meetings of the council shall be:

1. Chair to be taken at hour fixed. If no quorum in half an hour the council shall adjourn.
2. Reading minutes of previous meeting.
3. Reports of committees or other communications.
4. Petitions, memorials, drafts of letters or by-laws to be submitted for approval.
5. Unfinished business.
6. New business.

These by-laws may be amended or appealed by a vote of two thirds of the membership present at any meeting of the board, provided the subject matter of such amendment shall have been given in writing by one member, seconded by another member, at a previous general or special general meeting, and duly entered in the minutes of the board.

