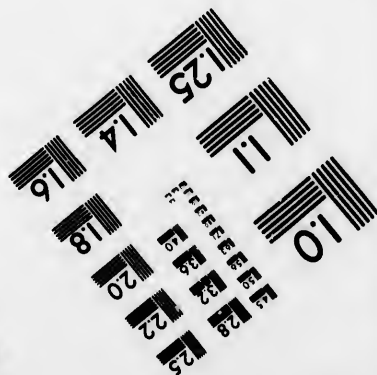
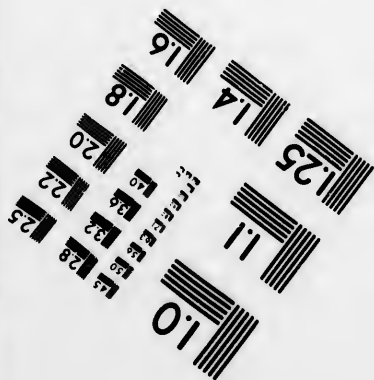
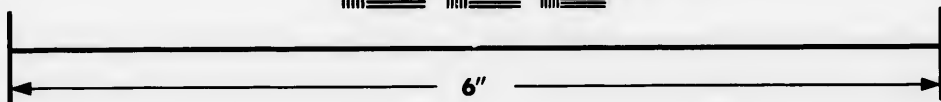
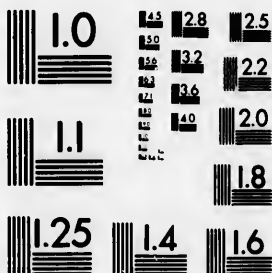


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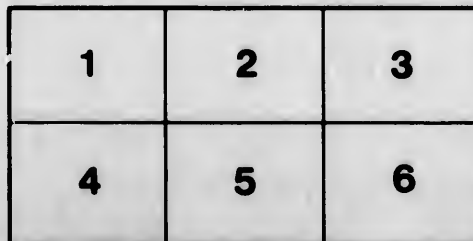
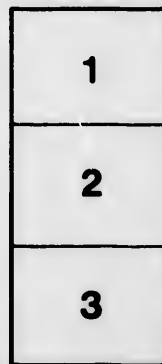
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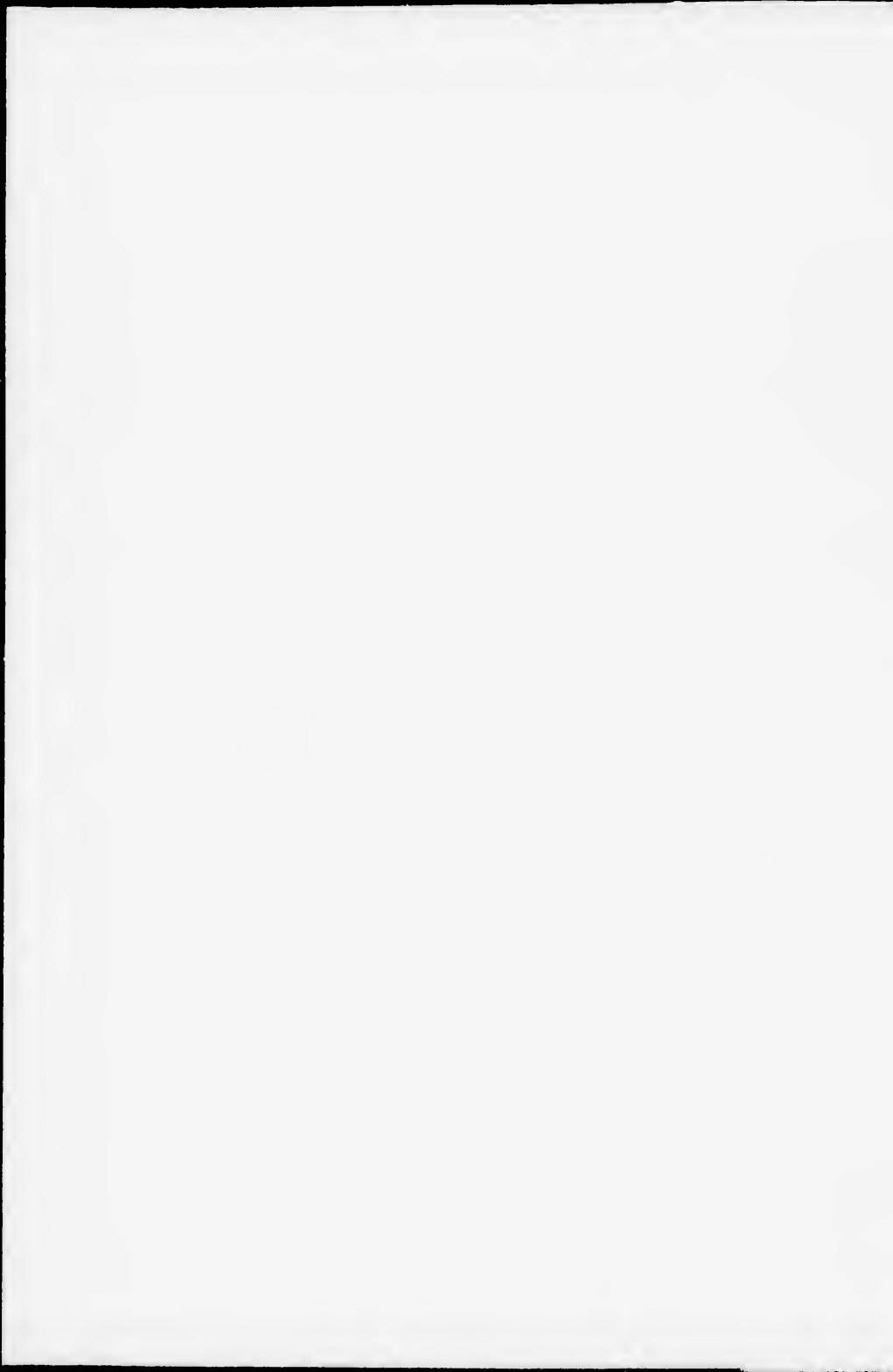
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CONSTITUTION,
BYE-LAWS

— AND —

RULES OF ORDER

— OF THE —

Hyack Engine Company, No. 1.

NEW WESTMINSTER, B. C.



PRINTED AT THE OFFICE OF THE "BRITISH COLUMBIAN,"
LYTTON SQUARE, NEW WESTMINSTER, B. C.

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## **BYE-LAW No. 7.**

### **A BYE-LAW for the purpose of Organizing a Fire Department in the City of New Westminster.**

**W**HEREAS it is expedient and necessary that a Fire Department should be organized in New Westminster,

It is therefore ordered that the Municipal Council of New Westminster, constituted and assembled under and by virtue of a Proclamation having the force of Law, issued by His Excellency the Governor of the Colony of British Columbia, on the sixteenth day of July, in the year 1860, and in the twenty-fourth year of Her Majesty's reign, and which said Proclamation is known as the "New Westminster Municipal Act, 1860,"

I. That the Fire Department shall consist of a Chief and Assistant Engineer, with one or more Companies, the Officers of said Companies being a Captain and First and Second Lieutenants, and such other officers as the Companies, when organized, may deem necessary.

II. The members of the Companies shall be enrolled on a Roll, to be kept by the Clerk of the Municipal Council.

III. The first election for the offices of Chief Engineer, and Assistant Engineer, shall take place within ten days from the date of this Bye-Law becoming law; and the persons elected shall hold office for one year, and until their successors are elected. All subsequent elections shall take place yearly, on the sixth and seventh days of August.

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IV. The voters shall be all persons whose names appear on the Assessment Roll of the said Municipality, and each voter shall have a vote for Chief Engineer, and another for Assistant Engineer.

V. The candidate who shall receive the largest number of votes shall be declared duly elected. And in case of an equality of votes, the Returning Officer shall have a casting vote, but shall not in any other case have a vote.

VI. The Returning Officer shall be supplied with a copy of the Assessment Roll by the Clerk of the Council, and shall, within twenty-four hours after the close of the election, return the Poll-Book to the said Clerk, and shall make a solemn declaration in writing, before such Clerk, of the persons elected, and that the Poll-Book contains a true statement of the Poll.

VII. The President of the Municipal Council shall be the Returning Officer.

VIII. The Nomination and Election shall be conducted in accordance with the 17th and 18th clauses of the Municipal Council Act.

IX. The Chief Engineer shall have power to organize as many Fire Companies as he may deem sufficient; and such Companies, and their officers, shall be subject to the direction and control of the Chief Engineer, when engaged in the performance of their duties.

X. Each Fire Company shall have power to elect its own officers, and to make such rules, regulations and Bye-Laws as may be deemed necessary for its government; provided that all such rules, regulations and Bye-Laws shall not have force until after a resolution to that effect be passed by the Municipal Council.

XI. Each Company shall have the full control and management of whatever buildings may be erected for its use, and of all its apparatus. Provided, always, that in the event of the disorganization of any Company, it shall and may be law-

ful for the Chief Engineer, or in his absence, the Assistant Engineer, to enter into and take possession of all buildings, and all other apparatus, for the benefit of the City.

XII. The Chief Engineer shall cause a quarterly report to be made to the Municipal Council, of the amount of the property belonging to the Fire Department, and its condition; of the financial affairs of the Fire Department, and the number of men enrolled in the Department.

XIII. All monies devoted by the Municipal Council to the Fire Department, shall be placed at the disposal of the Companies to whom it may be granted.

XIV. In the event of a fire, the Chief Engineer shall have the direction and management of the Fire Department, or in his absence the Assistant Engineer, and if he or they consider that the progress of the fire might be stayed by pulling down any wooden building, the Engineer, or his Assistant, shall cause such wooden building to be pulled down; and in the absence of both Engineers, the first Captain of any Company on the ground may, with the consent of the President or any member of the Municipal Council, cause such building to be pulled down.

XV. This Bye-Law may be cited as the "Fire Bye-Law, 1861."

Signed and Sealed, at New Westminster, this fifth day of July, in the year 1861.

JOHN RAMAGE,  
*President.*

Read the third time and passed July 1st, 1861.

VALENTINE HALL,  
*Clerk.*

Confirmed and approved this 15th day of July, A. D., 1861.

JAMES DOUGLAS.

# CONSTITUTION.

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## ARTICLE I.

That this Company shall be named "THE HYACK ENGINE COMPANY No. 1," NEW WESTMINSTER, B. C.

## ARTICLE II.

The officers of this Company shall consist of a Captain, 1st and 2nd Lieutenant, Secretary, Treasurer, Steward, 1st and 2nd Branchman, and Engineer, who shall be elected by ballot from the enrolled members; the annual election of officers to take place on the first Thursday in August. In case of a vacancy, the Company may proceed to fill up such vacancy by giving at least one week's notice in writing, through the Secretary, to each of the active members of the Company.

## ARTICLE III.

The full Roll of this Company shall consist of seventy-five active members, and as many contributing or honorary members as the Company may see fit to elect; and none but active members shall have a vote in the Company.

## ARTICLE IV.

There shall be a standing committee of three appointed, whose duty it shall be to examine into the qualification and standing of candidates for admission into the Company, and upon their report being favorable, the Company may proceed to an election, by ballot; and if such candidate or candidates have five negative votes, he or they lose their election.

## ARTICLE V.

It shall be the duty of the Captain to command the Company at all times, and to act as Chairman at all meetings of the Company.

CONSTITUTION.

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ARTICLE VI.

In case of the absence of the Captain, the 1st Lieutenant shall act in his stead; and should both be absent, then it shall be the duty of the 2nd Lieutenant to take command.

ARTICLE VII.

It shall be the duty of the Secretary to record the minutes of all meetings held by the Company, in a book kept for that purpose, and to keep a Roll-book, and under the direction of the commanding officer, call the Roll, and note all the absentees; and keep an account with each member of the Company. In case the Secretary should be absent, the commanding officer shall appoint a substitute to act for the time, whose duty it shall be to report to the Secretary at his earliest convenience.

ARTICLE VIII.

It shall be the duty of the Treasurer to safely keep all monies of the Company, and disburse the same on order of the Finance Committee, countersigned by the Captain and Secretary.

ARTICLE IX.

It shall be the duty of the Steward, on occasion of fires, when ordered by the officer in command, to procure refreshments for the Company, presenting a bill for the same to the Finance Committee, which shall be acted on immediately and paid by the proper officer, and reported by him at the next regular meeting of the Company.

ARTICLE X.

It shall be the duty of the 1st and 2nd Branchmen to take charge of the branch pipe at all fires, and in the absence of either, the officer in command shall appoint a substitute.

ARTICLE XI.

It shall be the duty of the Engineer to see that the engine is kept clean and in working order, and if any repairs are wanting, to report at once to the officer in command.

## ARTICLE XII.

Standing Committees shall consist of Finance and Election.

## ARTICLE XIII.

At all meetings of the Company nine members shall constitute a quorum for the transaction of business.

## ARTICLE XIV.

This Constitution may be altered or amended at any time by any member proposing the alteration or amendment at any regular meeting of the Company, which alteration or amendment shall be acted on at the next regular meeting thereafter, when, if such alteration or amendment shall receive the assent of two thirds of the members present, it shall become part of the Constitution; but in all cases of alterations and amendments, the vote shall be taken by ayes and nays.

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## BYE-LAWS.

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## ORDER OF BUSINESS.

1. The order of business at all meetings of this company shall be as follows: 1st, Roll Call; 2nd, Collection of dues and fines; 3rd, Minutes of previous meeting; 4th, Reports; 5th, Election of members; 6th, Unfinished business; 7th, New business; 8th, Adjournment.

## DUTIES OF OFFICERS.

2. The Secretary, in addition to the duties required by the constitution, shall serve, or cause to be served, all notices required, collect all fines and dues, or other monies collected from or on account of the company, and pay the same to the

Treasurer, and shall make a report every quarter, and a general report at the end of his term of office.

The Treasurer shall keep, in a book especially provided for the purpose, a correct account of all receipts and disbursements, and shall make a report every quarterly meeting, or oftener if called for, and a general report at the end of his term of office; and he shall, before entering on the duties of his office, find two sureties for the sum of £20 each.

#### DUTIES OF MEMBERS.

3. It shall be the duty of every active member to repair, at every alarm of fire, to the place where the apparatus is kept; to then obey strictly the orders of the officers in command; to work the apparatus and continue with it until after roll call; to attend all meetings or be subjected to fines hereinafter provided; to conduct himself soberly, and in an orderly and respectful manner towards his officers, and kindly and brotherly towards his fellow members. In the absence of the Captain or Lieutenants, the member first arriving at the house, on an alarm, shall be the commanding officer until superseded by the regular officers on the ground.

#### DECORUM.

4. Any member who shall at any meeting of this company use profane, objectionable and improper language, or bring up any religious or political discussion, shall be fined for the first offence 25 cents, for the second 50 cents, and for the third shall be expelled.

#### MEETINGS.

5. Monthly meetings shall be held on the first Wednesday of each month, at 7 o'clock in the evening, from November to March, inclusive; and at half-past 7 from April to October: every third meeting shall be a quarterly meeting. The Annual meeting shall be held on the first Friday in August. Special meetings may be called at any time when occasion demands it, by the Captain. There shall be meetings of the company for exercise, by a vote of the company. Fifteen members may sign a call for a special meeting, and hand the

same to the Secretary, when it shall be his duty to call such meeting without the order or consent of the Captain.

#### ROLL CALL.

6. The Roll shall be called by the Secretary, and all absentees noted, at every meeting of whatever kind, on its being called to order. He shall also call the Roll after a fire or an alarm, on the return of the apparatus to the Engine House, when every member present must promptly answer to his name, when called, or be noted for absence. No member while on duty, or at any meeting of the company, shall leave without the permission of the Chairman or officer in command.

#### EXCUSES.

7. No excuse will be taken for absence from meetings or fires unless such excuse is received by a vote of the meeting.

#### FINES AND DUES.

8. Every candidate, upon admission into this company, shall pay the sum of \$1, initiation fee, and 50 cents per month, monthly dues. The officers of this company, for absence from all meetings, whether regular or special, or roll call, or absence from fires, shall be fined 50 cents; members for the same, 25 cents. Any member failing to pay his fines and dues for two months shall forfeit his right to vote until such debt is liquidated.

#### ASSESSMENTS.

9. All monies required for the company, outside of dues and fines, shall be collected only after a resolution authorizing such collection shall have been duly passed at a meeting of the company; and no money engagements shall be made until by such action of the company their liquidation is fully provided for.

#### HONORARY MEMBERS.

10. Honorary members shall be elected in the same manner as active members. They may attend all meetings of the company, and participate equally with the active members in all their social privileges, but cannot vote. They shall pay \$10 per annum, in advance.



**FORFEITING RIGHT OF MEMBERSHIP.**

11. Any member failing to pay his fines and dues for six months shall forfeit his right of membership, but shall still be liable for such fines and dues. He may be received back by a vote of the company, on the payment of his indebtedness or a satisfactory explanation of his delinquency.

**RESIGNATION.**

12. Any member wishing to resign may do so by tendering his resignation in writing, through the Secretary, which shall be acted upon at the first regular meeting, provided he is free of fines and dues.

**DUTIES OF COMMITTEES.**

13. That all Committees, unless otherwise ordered, shall consist of three members. Duties of the Election Committee shall be as provided in the constitution. Duties of the Finance Committee shall be to examine and audit all bills and accounts presented to the company for payment, and at the end of every quarter examine the accounts of the Secretary and Treasurer, and make their report to the company. Duties of Engine Committee shall be to keep the engine and engine-house in order, under the direction of the Engineer, the members to be taken in rotation from the roll.

**AMENDMENTS TO THE BYE-LAWS.**

14. These Bye-Laws may be altered or amended only after notice of such alteration or amendment has been given at one monthly meeting, to be acted upon at the next monthly meeting, and a notice of such intention of action inserted in an advertisement calling the next monthly meeting, at which they may be altered, amended or added to by a vote of two-thirds of the members present.

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## ELECTION BYE-LAWS.

### ELECTION OF OFFICERS.

1. That the Officers be elected by ballot.
2. That the candidate who shall receive a majority of all the votes cast be declared duly elected.
3. That in case of more than two being nominated for one office, and at the first ballot there being no majority of the whole for any one candidate, that the candidate who shall have received the lowest number of votes be struck off the list, and that the balloting be continued in the same manner until one is elected.
4. That two Scrutineers be appointed, whose duty it shall be to see that the election is conducted in a proper manner, at the end of each poll to count the votes and report the same to the Chairman, whose duty it shall be to declare the result of the poll.
5. No member shall be allowed to vote by proxy.
6. No candidate shall be allowed to run for more than one office.

## RULES OF ORDER.

1. It shall be the duty of the Chairman to state every question properly to the meeting, and before putting it to vote, he shall ask: "Is the meeting ready for the question?" Should no member offer to speak, he shall rise to put it, and after he has risen no member shall be permitted to speak upon it.

2. The Chairman shall have a casting vote in case of a tie, but in ordinary cases shall not vote.

3. It shall be the duty of the Presiding Officer, and the privilege of any member, to call a member to order who violates any established rule of order.

4. A motion must be seconded, and afterwards repeated from the Chair, or read aloud, before it is debated: a motion shall be reduced to writing if any member require it.

5. All Resolutions shall be submitted in writing.

6. A motion to amend an amendment to an amendment shall not be entertained.

7. When two or more members rise to speak at the same time, the Presiding Officer shall decide who is entitled to the floor.

8. No member shall speak more than twice, or longer than five minutes each time, on any question, without leave of the meeting, which leave shall be granted or refused without debate.

9. When a member is speaking no one shall interrupt, except for the purpose of calling to order, or asking of the Presiding Officer leave to explain: a member allowed to explain shall only have the right to explain an actual misunderstanding of language, and shall be strictly prohibited from going into debate on the merits of the case.

10. A motion to adjourn shall always be in order, except, 1st, when a member is in possession of the floor; 2nd, when the yeas and nays are being called; 3rd, when the members are voting; 4th, when adjournment was the last preceding motion.

11. A motion to adjourn simply cannot be amended, but a motion to adjourn to a given time may be, and is open for debate.

12. The reading of any paper called for, relating to the subject under debate, shall always be in order.

13. When the Presiding Officer has commenced to take a

vote, no further debate or remark shall be admitted unless a mistake has been made, in which case the mistake shall be rectified, and the Presiding Officer shall recommence taking the vote.

14. A question may be reconsidered any time for three months, but a motion for reconsideration, being once made and decided in the negative, shall not be received before three months.

15. A motion to reconsider must be made and seconded by members voting in the majority. No question shall be reconsidered more than once, nor shall a vote to reconsider be reconsidered. To reconsider a resolution, &c., the decision of which has officially passed out of the company, shall not be in order.

16. A motion to repeal or rescind a resolution shall be offered in writing and announced at least one week before action shall be taken on the same, and shall only be in order when the motion to reconsider is no longer available.

17. The one first named in the appointment of a committee shall be Chairman of the same, and shall call the committee together at such time and place as he may select; but when thus convened, any committee may elect their own Chairman and Secretary.

18. All reports of committees, except reports of progress shall be made in writing, and signed by a majority.

19. When a report has been read, it shall be considered a properly before the meeting, without a motion to accept.

L. M. WITHROW,  
*Captain.*

JOHN MURRAY, Secretary.

Confirmed and approved 19th Aug., 1861.

JOHN RAMAGE,  
*President.*

VALENTINE HALL, Clerk, Municipal Council.

## SUPPLEMENTARY BYE-LAWS.

### LEAVE OF ABSENCE.

15. Any member intending to leave this city for the purpose of proceeding to the mines shall, after paying all dues and fines up to the date of application, be furnished with a Card of Leave of Absence (by the Secretary), and during his absence in the upper country he shall not be held responsible for the monthly dues and fines during such absence.

Also, any member intending to leave this city to reside in any foreign country shall be furnished, on application to the Secretary, with a Card of Leave of Absence, and his name shall be transferred to the roll of Honorary Members, without the usual dues, always provided he has paid all dues and fines recorded against him up to the date of such application.

### ENGINE-HOUSE REGULATIONS.

16. Any member or members of this Company playing cards, dice, or gambling in any way, in this Engine-house, shall for the first offence be fined \$1, for the second \$2, and for the third he or they shall be expelled.

Any member or members of this Company appearing at meeting or parade of this Company in a state of intoxication, or bringing spirituous liquors of any kind into this Engine-house shall for the first offence be fined \$1, for the second \$2, and for the third he or they shall be expelled.

That no liquor shall be brought into this Engine-house unless on the occasion of a ball, supper, &c., or on return from a fire, when it shall be moved, seconded, and carried by a majority of the members present.

Any member or members found smoking at any meeting of this Company, after it has been called to order, shall be fined for each offence 50 cents.

### ELECTION OF MEMBERS.

17. Any person wishing to become a member of this Company must be proposed at a regular meeting and balloted for at the next.

