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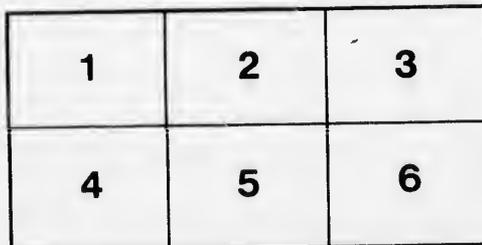
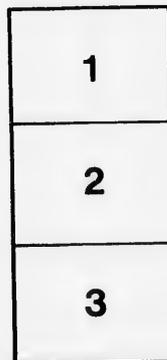
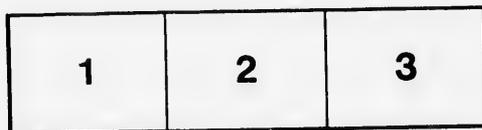
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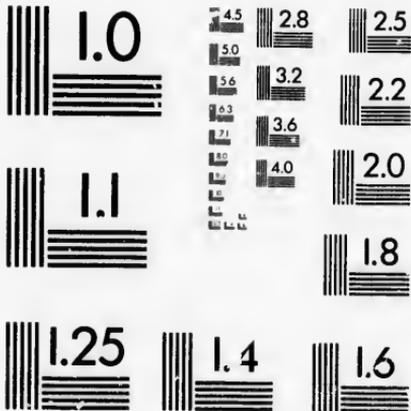
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Faith, Hope and Charity.

P



BY-LAWS

OF THE

Dalhousie Lodge.

No. 571, E. R., F. & A. M.



Ottawa:

A. D. 1868. - A. L. 5868.

Wisdom, Strength and Beauty.

Brotherly Love, Fidelity and Truth.

0-6



F

BELL & WOODBURN, Printers.

J

BY - L A W S

--OF--

DALHOUSIE LODGE,

--OF--

Ancient Free and Accepted Masons,

No. 571,

On the Registry of the United Grand Lodge of England.

OTTAWA, CANADA.

Established 22nd June, A. L. 5848.

TO WHICH ARE PREFIXED
THE NAMES OF ITS FOUNDERS,
A LIST OF THE PRINCIPAL OFFICERS SINCE ITS ESTABLISHMENT,
AND THE NAMES OF THE
PRESENT OFFICERS AND MEMBERS.



OTTAWA:
BELL & WOODBURN, PRINTERS, ELGIN STREET.
1868.

HS560

088

D35

1868

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ORIGINAL OFFICERS AND MEMBERS
Of Dalhousie Lodge.

- W. BRO. JOHN CHITTY, W. M.
" JAMES McCracken, S. W.
" SETH THOMAS, J. W.
" JAMES FITZGIBBON, *Treasurer.*
" CHARLES SUMNER, *Secretary.*
" LYMAN PERKINS, S. D.
" JOHN A. COBB, J. D.
" JOHN L. CAMPBELL, I. G.
" JAMES THOMPSON,
" EDWARD MALLOCH,
" PETER CHRISTIE,
" FREDERICK W. KING,
" THE HON'BLE THOMAS MCKAY.

PRINCIPAL OFFICERS.

Since the Establishment of the Lodge, on the 22nd day of
June, A. L. 5848.

5848-9.

JOHN CHITTY, W. M.
JAMES McCRACKEN, S. W. SETH THOMAS, J. W.

5849-50.

JOHN CHITTY, W. M.
JAMES McCRACKEN, S. W. SETH THOMAS, J. W.

5850-1.

JAMES McCRACKEN, W. M.
JAMES FITZGIBBON, S. W. LYMAN PERKINS, J. W.

5851-2.

JAMES FITZGIBBON, W. M.
LYMAN PERKINS, S. W. HORACE MERRILL, J. W.

5852-3.

LYMAN PERKINS, W. M.
HORACE MERRILL, S. W. HAMNETT HILL, J. W.

5853-4.

HORACE MERRILL, W. M.
HAMNETT HILL, S. W. HELIER V. NOEL, J. W.

5854-5.

HAMNETT HILL, W. M.
HELIER V. NOEL, S. W. GEORGE HEUBACH, J. W.

5855-6.

HAMNETT HILL, W. M.
ALEXANDER SCOTT, S. W. JOHN A. COBB, J. W.

5856-7.

HORACE MERRILL, W. M.
JOHN CHITTY, JR., S. W. JOSEPH M. CURRIER, J. W.

5857-8.

HORACE MERRILL, W. M.
 JOSEPH M. CURRIER, S. W. JAMES CUNNINGHAM, J. W.

5858-9.

JOSEPH M. CURRIER, W. M.
 JAMES CUNNINGHAM, S. W. DAVID SCOTT, J. W.

5859-60.

JAMES CUNNINGHAM, W. M.
 JOHN CHITTY, S. W. SEXTON WASHBURN, J. W.

5860-1.

JOHN CHITTY, W. M.
 SEXTON WASHBURN, S. W. GEORGE CLARKE, J. W.

5861-2.

SEXTON WASHBURN, W. M.
 DAVID SCOTT, S. W. CHAUNCEY W. BANGS, J. W.

5862-3.

DAVID SCOTT, W. M.
 ROBERT BLACKBURN, S. W. JOHN McDONALD, J. W.

5863-4.

HORACE MERRILL, W. M.
 FRANK D. TIMS, S. W. ELIPHALET P. WILLIAMS, J. W.

5864-5.

HORACE MERRILL, W. M.
 THOMAS ISAAC, S. W. P. WETTERAL WRIGHT, J. W.

5865-6.

FRANK D. TIMS, W. M.
 CHAUNCEY W. BANGS, S. W. JAMES EGLESON, J. W.

5866-7.

FRANK D. TIMS, W. M.
 JOHN McDONALD, S. W. JOSEPH T. BARTRAM, J. W.

5867-8.

HORACE MERRILL, W. M.
 ALBERT PARSONS, S. W. HENRY F. MCCARTHY, J. W.

OFFICERS, 5867-8.

W. Bro.	HORACE MERRILL,	W. M.
	" ALBERT PARSONS,	S. W.
	" HENRY F. McCARTHY,	J. W.
REV.	" HENRY J. McLARDY,	Chaplain.
	" NATHANIEL S. BLASDELL,...		Treasurer.
	" WILLIAM HAY,	Secretary.
REV.	" HUGH J. BORTHWICK,	S. D.
	" ARTHUR MATTHEWMAN,		J. D.
	" ELIHU SPENCER,	} Stewards.
	" EBENEZER K. MCGILLIVRAY		
	" JAMES J. RADFORD,..	I. G.
	" JOHN SWEETMAN,	Tyler.

PAST MASTERS.

W. Bro.	HORACE MERRILL.
" "	HAMNETT HILL.
" "	JAMES CUNNINGHAM.
" "	SEXTON WASHBURN.
" "	DAVID SCOTT.

MEMBERS, 5868.

NAMES.	PROFESSION.	RESIDENCE.	DATE OF INITIATION.	DATE OF JOINING.
* John A. Cobb,	Gunsmith,	Ottawa	May, 1824.....	June 22, 1848. . .
Hamnet Hill	Surgeon,	Do	June 5, 1849.....
Horace Merrill,	Supt. Ottawa River Works, . . .	Do	October 2, 1849.
Nathaniel S. Blasdell, .	Machinist,	Do	" 7, 1851.
James Wadsworth,	Gentleman,	Do	May 4, 1852.....
John McLaren,	Lumber Merchant,	Do	August 2, 1853..
James Cunningham, ..	Accountant,	Do	Sept'r 9, 1853...
James Skead,	Lumber Merchant,	Do	Dec'r 13, 1853
John McDonald,	Deputy Slide Master,	Do	May 2, 1854
John R. O'Connor,	Contractor,	Do	October 2, 1855
David Scott,	Clerk Ottawa River Works, . . .	Do	February 5, 1856
Robert Blackburn, . . .	Merchant,	New Eginburgh.	March 4, 1856
James McCracken, . . .	Clerk,	Ottawa	April 8, 1856
Robert Skead,	Lumber Merchant,	Do	" "
Rudolphe Rauscher, . .	Land Surveyor,	Buckingham. . .	Nov'r 4, 1856
James M. T. Hannum, .	General Agent,	Ottawa	Sept'r 1, 1857
Sexton Washburn, . . .	Axe Maker,	Do	January 5, 1858.
John Brown,	Lumber Merchant,	Fakenham	February 2, 1858
Alexander Mowat, . . .	Merchant Tailor,	Ottawa	April 6, 1858
George Clarke,	Hotel Keeper,	Do	May 4, 1858
Henry F. McCarthy, . . .	Druggist,	Do	" "

MEMBERS, 3868.—(Continued.)

NAMES.	PROFESSION.	RESIDENCE.	DATE OF INITIATION.	DATE OF JOINING.
Chauncey W. Bangs,	Hatter and Furrier,	Ottawa	May 6, 1858
James D. Slater,	Superintendent Rideau Canal	Do	June 2, 1858
John Ashfield,	Merchant,	Do	August 3, 1858
Joshua Smith,	Lumber Merchant,	Do	Nov'r 2, 1858
James Blackburn,	Merchant,	New Edinburgh	Dec'r 7, 1858
Moss K. Dickinson,	Do	Ottawa	February 1, 1859
John Thompson,	Do	Do	March 1, 1859
William C. Kendall,	Millwright,	Buckingham	May 3, 1859
William McNaughton,	Forwarder,	Montreal	June 22, 1859
John McCracker,	Clerk,	Ottawa
Edward Wright,	Farmer,	Hull	July 5, 1859
Thomas Isaac,	Merchant,	Ottawa	August 2, 1859
Hugh J. Borthwick,	Teacher,	Do	November 1, 1859
Edmund W. Bell,	Printer,	Do	February 7, 1860
Edmund W. Murray,	Merchant,	Buckingham	April 3, 1860
William Richards,	Contractor,	Ottawa	August 6, 1861
Eliphalet P. Williams,	Clerk,	Do	January 7, 1862
Duncan Carmichael,	Deputy Slide Master,	Portage du Fort.	April 1, 1862
Geo. E. Pelham,	Architect,	Ottawa	May 6, 1862
P. Wright Brigham,	Farmer,	Hull	January 25, 1860	June 24, 1862
Samuel Stone,	Minister M. E. Church,	Ottawa	August 5, 1862
			March 3, 1863

March 3, 1863

M E M B E R S , 5 8 6 8 . — (Continued .)

NAMES.	PROFESSION.	RESIDENCE.	DATE OF INITIATION.	DATE OF JOINING.
Peter Christie,	Joiner,	Ottawa	Sept'r 5, 1849	June 2, 1863
Arthur Rankin,	Gentleman,	Do	August 2, 1861	Sept'r 1, 1863
James T. Lamb,	Merchant,	Do	Dec'r 1, 1863	
James Egleson,	Do	Do	"	
Albert Parsons,	Attorney at Law,	Do	March 1, 1864	
Asher N. Peck,	Clerk,	Do	May 3, 1864	
Robert P. Young,	Do	Do	July 7, 1863	June 7, 1864
Louis H. Hamilton,	Do	Do	July 5, 1864	
George Bryson,	Lumber Merchant,	Mansfield	Sept'r 6, 1864	
James A. Grant,	Physician,	Ottawa	January 3, 1865	
William Hay,	Accountant,	Do	February 7, 1865	
William H. Morrison,	Miller,	Do	March 7, 1865	
Maurice Malone,	Timber Culler,	Do	June 6, 1865	
Joseph T. Bartram,	Clerk, Post Office,	Do	July 11, 1865	
Thomas Bryson,	Lumber Merchant,	Mansfield	August 25, 1865	
Samuel Dickson,	Do	Pakenham	Sept'r 5, 1865	
Thomas Quinn,	Lumberer's Foreman,	Ottawa	"	
Andrew Angus,	Merchant,	Ottawa	"	
Hugh F. McLachlin,	Lumberer,	Arnprior		October 3, 1855
George Smith,	Civil Service of Canada,	Do		Nov'r 7, 1865
Elihu Spencer,	Photographer,	Do	September, 1865	Dec'r 5, 1865

MEMBERS, 5888.—(Continued.)

NAMES.	PROFESSION,	RESIDENCE.	DATE OF INITIATION.	DATE OF JOINING.
Arthur Matthewman, ..	Painter,	Ottawa	February 6, 1865
Joseph Skinner,	Druggist,	Do	April 17, 1866
James J. Radford,	Watchmaker,	Do	"
Ebenezer K. McGillivray	Do	Do	May 1, 1866
Charles S. Scott,	Clerk, Post Office,	Do	June 5, 1866
Samuel Rogers,	Cabinet Maker,	Do	June 16, 1863	June 5, 1866
James Henry,	Lumberer's Foreman,	Do	July 3, 1866,
Samuel Haycock,	Civil Engineer,	Hull	August 2, 1866
George W. Steacy,	Merchant,	Buckingham	August 7, 1866
Allan Grant,	Farmer,	Fitzroy	October 2, 1866
Henry J. McLardy,	Teacher,	Ottawa	Dec'r 4, 1861	December 4, 1866
James A. Campbell,	Merchant,	Do	Dec'r 18, 1866
* John Munro,	Clerk,	Arnprior	June 2, 1844
James Tallon,	Gentleman,	Ottawa	February 5, 1867	February 5, 1867
Charles Austin,	Apothecary,	Do	March 5, 1867
Charles E. Graham,	Physician,	Hull	"
William Feely,	Foreman,	Do	April 2, 1867
Ebenezer B. Gallup,	Millwright,	Ottawa	May 7, 1867
William McGillivray, ..	Clerk,	Do	"
Alexander H. Johnson, ..	Boom Keeper, Dept. Pub. Wks.,	Horton	"
Orin C. Wood,	Physician,	Ottawa	May 20, 1861	June 4, 1867

MEMBERS 5888

Alexander H. Johnson,

Orin C. Wood,

Boom Keeper, Dept. Pub. Wks,

Physician,

Horton

Ottawa

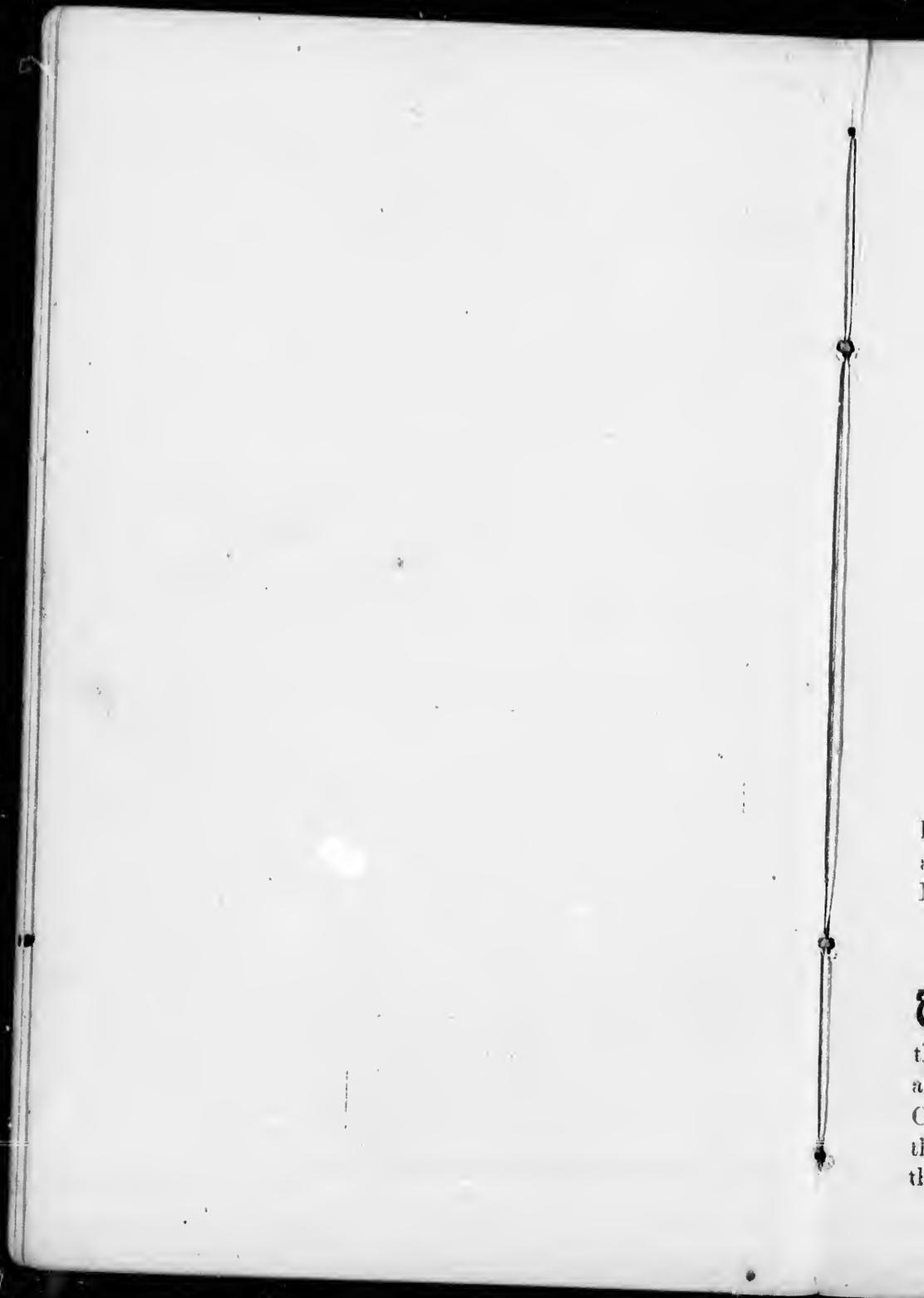
May 20, 1861 ...

June 4, 1867

MEMBERS, 6868.—(Continued.)

NAMES.	PROFESSION.	RESIDENCE.	DATE OF INITIATION.	DATE OF JOINING.
Andrew Fotheringham,	Clerk,	Ottawa	July 2, 1867
John McGillivray,	Merchant,	Do	August 6, 1867..
William A. Annable, ..	Manufacturer,	Do	" "
Henry J. Cole,	Book-keeper,	Ironside	" "
Joseph Arbon,	Staff Sergt. Commissariat Dept	Ottawa	Sept'r 3, 1867...
Robert Kenly, jr.,	Merchant,	Buckingham ..	" "
John W. Imlay,	Watchmaker,	Ottawa	March 1, 1864 ..	October 1, 1867.
Carroll Ryan,	Operative Mason,	Do	October 1, 1867.
Luther S. Thompson, ..	Editor,	Do	Nov'r 5, 1867
George C. Holland,	Clerk,	Do	January 7, 1868.
Thomas P. Stiff,	News Dealer,	Do	" "
	Photographer,	Do	October 6, 1867..	March 3, 1868 ..

* Honorary Members.



BY-LAWS.

I.

All the former By-laws of this Lodge are hereby repealed.

II.

No Officer or Member in open Lodge, either at labour or refreshment, shall presume to make use of any profane, irreverent or improper expressions, songs or sentiments, or introduce any remark or conversation tending to cause a difference of opinion on national, political or religious subjects. Such offending Brother, after having been thrice duly admonished from the Chair, shall be subject to such censure or penalty as a majority of the Brethren then present shall think proper to inflict, to which, if he refuses to submit, he shall, after due notice, be excluded from the Lodge, and the cause of exclusion reported to the proper Masonic authorities.

III.

Time of Meeting.

This Lodge shall be held, (subject to the laws of the Grand Lodge respecting "the removal of Lodges,") at the Masonic Hall, Elgin Street, in the City of Ottawa, on the first Tuesday of every month, and on the Festival of St. John the Baptist, at such hour as the Worshipful Master shall appoint.

A Lodge of Emergency may at any time be called after seven days' notice, by the authority of the Worshipful Master, or in his absence, by the Senior Warden, or in their absence by the Junior Warden, but on no pretence whatever without such authority first given. The particular reason for calling the Emergency shall be expressed in the Summons, and afterwards recorded on the Minutes. No business but that so expressed shall be entered upon at such meeting.

IV.

Officers of the Lodge.

The Officers of the Lodge shall consist of the Worshipful Master, Senior and Junior Wardens, Treasurer, Chaplain, Secretary, Senior and Junior Deacons, Two Stewards, Inner Guard, and a Tyler. In order to secure that regularity and decorum so highly necessary for the good order and government of every Lodge, it is expected that every Officer and Member will attend punctually at the time set forth in the Summons for the opening of the Lodge. This Lodge shall annually elect, by ballot, first the Worshipful Master, next the Treasurer, and then, by a majority of open votes, the Tyler, at the Regular Meeting immediately preceding the Festival of St. John the Baptist, and at High noon of that Festival the Worshipful Master elect shall be installed, according to ancient usage, after which he shall invest the Treasurer and Tyler, and appoint and induct the other Officers of the Lodge. Should St. John the Baptist's Day fall on Sunday, the Installation, attendant ceremonies and observances shall take place

on the following day. This Lodge shall not form any public procession without a license from the M. W. Grand Master.

V.

The Worshipful Master.

Beyond the ancient charges delivered on the Installation, the Worshipful Master is responsible as well for the Warrant, as for the correct and safe keeping of the records and papers during his term of office; he holds, in conjunction with the two Wardens, all the furniture and paraphernalia of the Lodge in trust for the Members; the Worshipful Master as Trustee therefor, shall annually insure the jewels, furniture and other property of the Lodge against loss by fire, for such sum as shall be considered sufficient; the Worshipful Master being absent, a Past Master of this Lodge,—that is, a Brother regularly elected and installed as Master of the Lodge, and who has executed that office for one year,—shall take the Chair, the immediate Past Master taking precedence; if there should be no Past Master present then the Senior Warden, or in his absence the Junior Warden, (placing his chair in front of the Worshipful Master's pedestal) shall rule the Lodge, (see page 75, Art. 6, Constitution); the Worshipful Master shall receive from the Treasurer the fees payable on account of and to the United Grand Lodge of England, and duly remit the same.

VI.

Senior Warden.

The Senior Warden shall see to the safe and proper

keeping of the jewels and paraphernalia of the Lodge; he shall, immediately upon entering into office, make and keep an inventory thereof, and hand the same over to his successor in office.

VII.

Junior Warden.

The Junior Warden shall attend to the necessary arrangements for refreshments on all ordinary occasions, and shall, *ex officio*, be chief of the Stewards. No Lodge Funds, however, shall be taken for refreshment or entertainment of any kind.

VIII.

Treasurer.

The Treasurer shall receive all the moneys of the Lodge from the Secretary, and discharge all accounts duly vouched and sanctioned by the Lodge; he shall keep a book in which his accounts of receipts and disbursements shall be regularly entered, so as to exhibit at one view the amount of money in his possession, and which book shall be produced at every monthly meeting of the Lodge, for the inspection of the Brethren. His accounts shall be examined by the Auditors and reported on to the Board of General Purposes at least one week before the Festival of St. John the Baptist, in order that the balance in his hands may on that day be paid over to the Treasurer elect, or otherwise disposed of, as shall be directed by the Lodge.

I X.

Secretary.

The Secretary shall issue the summonses, by mail, to all the Members of the Lodge, seven days previous to each meeting, particularly noticing therein, the candidates for initiation and names of members joining, also Passings and Raisings, By-laws to be altered and repealed, or new ones to be made. He shall likewise keep a register of the members, showing the dates of joining, initiation, passing and raising, and the state of their accounts; prepare the list of members, as well as other communications for the Grand Lodge; take minutes of all matters duly moved and seconded, and of such other occurrences as may be considered worthy to be recorded. The Secretary is exempt from paying the monthly dues. (For Rules of Order, and form of Minutes see By-law No. XX, and appendix, A.)

X.

Tyler.

The Tyler shall tye the Lodge, take care of, and keep in good order, the Furniture, Jewels, and other paraphernalia of the Lodge, for which he shall receive the sum of one dollar for each meeting of the Lodge.

X I.

Proposing Members.

Every Candidate for Initiation shall be proposed by one member and seconded by another, at a regular meeting, and on such proposition being received by

the Lodge, the Worshipful Master shall order the proper declaration (which shall at the time of proposition, be handed to the Secretary) to be laid before the Board of General Purposes for their consideration. This declaration shall be signed by the Candidate. The members so recommending the candidate shall be responsible for the fees, which must in all cases, be paid before initiation. (For forms of petition for Initiation and *Joining*, see Appendix, B & C.)

Brethren applying to become members shall be proposed, seconded and recommended under the like responsibility and in the same manner as Candidates for Initiation. No joining member can be balloted for unless his Grand Lodge Certificate and the Certificate from the Lodge of which he was last a member be produced, or the want of either or both be solemnly and satisfactorily accounted for. No joining member, although accepted shall be considered a *de facto* member of the Lodge until he has actually signed the By-Laws and paid the fee. On a proposition for membership or initiation being regularly received by the Lodge and entered on the Minutes, such proposition becomes the property of the Lodge, and must go to the ballot in regular course, unless leave is granted to withdraw the same by a unanimous vote of the members present at a regular meeting.

XII.

Ballot.

No person shall be initiated in, and no Brother shall be admitted a member of this Lodge, if on balloting there be found more than one black ball, which bal-

loting, except in cases of emergency, hereinafter in this clause provided, shall take place at the next regular meeting after being proposed in open Lodge, but if one black ball is against the Candidate, he shall be admitted, excepting the member black-balling may think proper to state his objections; in such case admission or otherwise of the Candidate shall be decided by a majority of the members present. Should the ballot prove unfavorable to any Candidate, such Candidate is not again to be balloted for until the expiration of six months, when a new proposition and a ballot must take place, and all the formalities required by Article XI of these By-laws be again observed. And should any Candidate who has been approved for initiation not attend for that purpose within six months after being notified by the Secretary of the Lodge, he must be again proposed and balloted for before being initiated.

In cases of emergency the following deviation from the above order in proposing Candidates may be adopted: the Candidate's petition, with the recommendation before mentioned, and stating the cause of the emergency, may be transmitted to the Worshipful Master, who, if he deems it proper, may summon a Lodge of Emergency, to meet at a period not less than seven days from the date of issuing the summons, which summons shall state the name, age, profession, and place of abode of the Petitioner, as also the names of the Brethren who recommended him; and if on balloting he be then approved, he may be initiated.

Should a Lodge of Emergency be at any time called at the request of a Brother, for his benefit or

progress, the expense of the same being \$2.00, shall be paid by such Brother.

XIII.

Fees and Dues.

Every Candidate, before initiation in this Lodge, shall pay twenty dollars, which shall be in full payment for the first three degrees of Ancient Masonry, and shall include the fee for Registration, and the Grand Lodge Certificate.

Any Brother not initiated in this Lodge may be passed or raised, after a regular ballot, for the sum of four dollars for the Fellow Crafts' degree, and six dollars for the Master Mason's degree, in addition to the Registration Fees.

No Brother is entitled to a Grand Lodge Certificate unless he has been initiated in the Lodge or has become a joining member of it from another Constitution.

Every Brother on joining this Lodge shall pay the sum of two dollars, and should he require a Grand Lodge Certificate, it will be procured at his expense.

For Dues, every Member shall pay the sum of twenty-five cents per month.

XIV.

Any Brother who shall be deemed worthy of that honour, may be admitted an Honorary Member of this Lodge on his being proposed and seconded at one regular meeting and his name inserted in the summons for the next regular meeting, at which he must

be elected by an unanimous open vote of the Lodge.
Honorary Members pay no dues.

X V .

Non-Payment of Dues.

Any Member of this Lodge who shall have allowed his dues to be in arrear for 12 months, shall, after being summoned, (for form see appendix, D.) be liable on the non-payment, to be excluded by vote of the Lodge, and have his name struck off the list of Members, and shall thereupon be reported to the Grand Lodge.

Any Brother regularly struck off the list of Members, for non-payment of dues, shall not be permitted to rejoin this Lodge until such back dues to the time of his being last struck off the list of Members shall be paid, together with the Admission Fee. The same formalities must be observed as are provided for in case of joining Brethren.

X V I .

Withdrawal of Members.

Any Member of this Lodge, having paid his dues, being desirous of withdrawing, shall make application at a regular meeting either personally or in writing, which, if he be in good standing, shall be granted by the Lodge. On demand, the Secretary shall furnish such retiring Brother a certificate of his dues having been paid, and of his having left in good standing, (for form of Certificate see appendix, E.) Brethren in Her Majesty's Service, Members of this Lodge, on removing from this city shall, *ipso facto*, be considered to have withdrawn from the Lodge.

XVII.

Board of General Purposes.

The Board of General Purposes, consisting of the Worshipful Master, Past Master, Wardens, Treasurer, Secretary, and two experienced Brothers, to be nominated by the Worshipful Master on the day of Installation, which latter two shall also act in the capacity of auditors of the Treasurer's accounts, shall superintend the finances of the Lodge, and consider any special matter regarding its interest; shall enquire into and report on the application of every candidate; to this Board shall be referred all applications for Masonic relief which require investigation, as also all accounts against the Lodge; they shall first hear and consider all subjects of Masonic complaint, or irregularity respecting the Members of this Lodge, and report thereon to the Lodge; they shall meet whenever summoned by the Worshipful Master or the Senior Warden, who shall be the Presiding Officer; three Members shall form a quorum; the result of their proceedings shall be communicated to the Lodge at the next regular meeting, or Emergency if required; for approbation; and the annual Audit of the Treasurer's accounts reported on at the regular meeting on the Festival of St. John the Baptist. All resolutions and transactions of the Board shall be entered in the Minute Book of the Board by the Secretary, read before the Board adjourns, and signed by the Presiding Officer for the time being.

XVIII.

Benevolent Fund.

The Benevolent Fund shall be sustained by the appropriation of all Donations, Fines, and the following sums to be set apart therefor by the Treasurer, viz.: One dollar from each initiation fee; fifty cents from every joining fee, and ten per cent. of the net revenue of each fiscal year,—always providing, that if the said net revenue does not amount to one hundred dollars, the sum of ten dollars shall be set aside from the funds of the Lodge for the Benevolent Fund.

The Benevolent Fund shall be under the control of the Worshipful Master as hereinafter provided, and a yearly statement shall be made by the Treasurer at the regular meeting held on the Festival of St. John the Baptist, shewing an exhibit of the Fund, apart from all other accounts.

The Worshipful Master shall have the power to draw upon the Treasurer for relief to the amount of Five dollars, but should the demand be greater than that amount, he shall refer the same to the Board of General Purposes, who shall have power to order through their Chairman a sum not exceeding twenty-five dollars.

This Fund shall be applied towards the relief of Brethren or their families requiring it.

XIX.

Visitors.

No Visitor shall be admitted unless he be personally known, recommended, or well vouched for, after due examination by one of the Brethren present; nor

shall he be admitted or remain present when the Lodge is occupied on a ballot or any private business, unless by the unanimous consent of the members present.

No Brother resident in this City or immediate vicinity, unless he is a subscribing member to some Lodge, and of which he is to produce satisfactory proof, shall be permitted to visit the Lodge more than once during his secession from the Craft.

XX.

Rules of Order.

To secure regularity in the proceedings of the Lodge, the following order shall be observed :

FOR REGULAR MEETINGS.

1. After the Lodge has been duly opened in ancient form, the Secretary shall read the Summons calling the Lodge together.
2. The Secretary shall read the Minutes of the last Regular Meeting, and subsequent Emergencies, if any, which shall be separately put to the Lodge for confirmation,—and when confirmed, signed by the Worshipful Master.
3. The Board of General Purposes shall be called on for a report of their proceedings.
4. Reports from other Committees will be received and considered.
5. The Ballot will be taken, first for Joining Members, and afterwards for Candidates for initiation.
6. Propositions for Membership and for Initiation will be received.

7. Petitions for Charity, and other Communications, will be read.
8. Business which may have been left unfinished at a former meeting shall be resumed.
9. Any other matters which may legitimately be brought before the Lodge will be considered.

The above order may be suspended or changed for the Meeting by order of the Presiding Officer.

No motion of any kind shall be regarded unless first reduced to writing and duly seconded.

Every Brother when speaking shall address himself to the Worshipful Master; and no Brother shall speak twice to the same question, unless by consent of the Worshipful Master, or in explanation, or the mover in reply.

X X I.

Alteration of By-Laws.

No alteration shall be made in these By-laws but by notice of motion, duly considered at a regular meeting; such notice must be inserted in the minutes, and set forth in the summonses for the then next regular meeting, at which it shall be discussed, and the resolution of the Lodge thereon duly recorded,—and after confirmation at a subsequent meeting, shall become law.

X X I I.

On Signing By-Laws.

Every Candidate on initiation, and every Brother joining, must sign these By-Laws, and thereupon shall be presented with a copy.

No Entered Apprentice shall be passed unless he has carefully read over these By-Laws.

It is expected that every Member will provide himself with a copy of the Constitutions of the United Grand Lodge of England.

XXIII.

Breach of By-Laws.

For the infraction of any of these By-Laws when not otherwise herein provided for, the Offending Brother shall be liable, by a vote of the Lodge, after being duly summoned, to such punishment as the Brethren then present shall deem fit and expedient, and as is consonant with the Land Marks and Principles of the Order.



Read and adopted in open Lodge
4th December, 1866.

Confirmed 1st January, 1867.

FRANK D. TIMS,
W. Master.

WM. HAY,
Secretary.

APPENDIX.

A.

Specimen of Minutes.

Minutes of a Regular (or Emergent) Meeting of Dalhousie Lodge
No. 571 E. R., (if Emergent, say called for the purpose of, &c., and) held
at the Hall of the Lodge, in Elgin Street, in the City of Ottawa, on
_____, the _____ day of _____, A. L. _____

PRESENT.

W. Bro.	W. M.	Bro.	Secretary.
" "	P. M.	"	S. D.
" "	S. W.	"	J. D.
" "	J. W.	"	I. G.
" "	Chaplain.	"	} Stewards
" "	Treas'r.	"	
Bro.		Tyler.	

[NOTE.—If any Brother temporarily fills an office *affix pro. tem.* to it.
Insert the names of all Members present, then the names of all visiting
Brethren, with the names and numbers of the Lodges to which they do or
have belonged.]

The Lodge was opened in the first degree at _____ o'clock.

The minutes of the last regular meeting were read and confirmed (or otherwise).

The minutes of emergent meeting held on _____ were also read and confirmed (or otherwise).

The Board of General Purposes reported that (Reports of all kinds to be given in brief,—except when otherwise ordered by vote of the Lodge,—when proper to be written,) which report was on motion of Bro. _____ seconded by Bro. _____, received and adopted (or as the case may be).

The Committee appointed at last regular meeting (or as the case may be) to (state the object,) reported that, &c., which report was, &c.

The ballot was taken for Bro. _____, of _____ Lodge No. _____ to become a Member (or Mr. _____, a Candidate for Initiation,) and declared unanimously in his favour (or in his favour, or against the Candidate, as the case may be.)

The application of Bro. _____, of _____ Lodge No. _____, for

Membership, (or Mr. ———, of ———, ———, for Initiation,) recommended by Bros. ——— and ———, was received and referred to the Board of General Purposes, to report at next regular meeting, previous to his being ballotted for.

A Communication (or *Petition*) from (state briefly but distinctly the purport of the document except when ordered by vote of the Lodge to enter in full on the minutes) was laid before the Lodge and (state the action taken.)

Record any other transactions.

The W. M. appointed Bros. ——— and ——— a Board of Trial to put the necessary questions to Mr. ———, a Candidate for Initiation. (If more than one, state their several names and say Candidates.)

The Board of Trial having reported that the Candidate (or Candidates) had satisfactorily answered the necessary questions, and the fee being paid he was then (or they were then severally) initiated into the First Degree of Free Masonry.

Bro. ——— (or Bros. ———) a Candidate (or Candidates) for advancement was (or were) examined in open Lodge and having been found worthy of advancement was (or were) directed to withdraw.

The Lodge was opened in the Second Degree at ——— o'clock.

Bro. ——— (or Bros. ———) was (or were severally) passed to the Second or Fellow Craft Degree.

Bro. ——— (or Bros. ———), a Candidate (or Candidates) for further advancement, was (or were) examined in open Lodge as to his (or their) proficiency, and having been found well skilled he was [or they were] directed to retire.

The Lodge was opened in the Third Degree at ——— o'clock.

Bro. ——— [or Bros. ———] was [or were severally] raised to the Third or sublime Degree of Master Mason.

The Lodge was called from labour to refreshment at ——— o'clock.

The Lodge resumed labour at ——— o'clock.

The Lodge was closed in the Third Degree at ——— o'clock.

The Lodge was closed in the Second Degree at ——— o'clock.

MONEY RECEIVED.

[Here record all sums received since last entry, summing up and handing to the Treasurer.]

The Lodge was closed in the First Degree, in harmony and with solemn prayer, at _____ o'clock.

Read and confirmed in open Lodge,

[give date.] _____

W. M. }

Secretary.

B.

Application for Initiation.

No. _____

To the Worshipful Master, Wardens, Officers, and Members of DALHOUSIE LODGE, A. F. & A. M., Ottawa, No. 571, E. R.

I _____ of _____ being a free man, and of the full age of twenty-one years, do declare that, unbiassed by the improper solicitation of friends, and uninfluenced by mercenary or other unworthy motives, I freely and voluntarily offer myself a candidate for the mysteries of Masonry; that I am prompted by a favorable opinion conceived of the Institution, and a desire of knowledge; and that I will cheerfully conform to all the ancient usages and established customs of the Order.

Witness my hand this _____ day of _____, 18 _____

Recommended by _____

C.

Application for Joining.

No. _____

To the Worshipful Master, Wardens and Brethren of DALHOUSIE LODGE, No. 571 E. R., Ottawa, Canada.

I _____ of the _____ of _____ in the County of _____ aged _____ years, a _____ do declare that I was duly _____ that I was last a Member of _____ Lodge, No. _____, under the jurisdiction of the Grand Lodge of _____; that I left said Lodge, and am still in good standing as a Mason, that I am desirous of becoming a Member of this Lodge, and will cheerfully conform to all its By-laws and Regulations.

Witness my Hand this _____ day of _____ 18— _____

Witnessed and Recommended by _____

D.**Summons for Non-Payment of Dues.**

DALHOUSIE LODGE, No. 571, E. R.,

Ottawa, _____, 18

SIR AND BROTHER,

You are hereby summoned as a _____ Mason, before the Dalhousie Lodge, No. 571, of A. Free and Accepted Masons, at the Hall of the Lodge in the City of Ottawa, on _____ the _____ day of _____ 18 _____, at _____ o'clock p. m., then and there to show cause, why, pursuant to Section 15, of the By-laws of this Lodge, you should not be excluded from membership, and your name reported to the Grand Lodge of England, [*and the Sister Lodges in Canada,*] for the non-payment of your dues, amounting to \$_____; and take notice, that your failing then and there to comply herewith, will be taken as conclusive evidence against you.

Further action being taken hereon may be prevented by your paying the above dues to me, on or before the _____ day of _____ 18 _____, aforesaid.

By order of the W. M. and Brethren,

I remain, Yours, fraternally,

To Bro. _____

_____ Secretary.

E.**Certificate of Withdrawal.**

THESE ARE TO CERTIFY, that Brother _____ of the _____ who has written his name in the margin hereof, this day retired in good standing from the Membership of Dalhousie Lodge, No. 571, on the Registry of the United Grand Lodge of England, at the City of Ottawa, Canada, and that his dues are fully paid.

IN TESTIMONY WHEREOF, and by order of the Worshipful Master, I have hereunto signed my name, and affixed the Seal of Dalhousie Lodge No. 571, at the said City of Ottawa, this _____ day of _____ 186 _____

_____ Secretary.

F.**Notice of Trial.**

DALHOUSIE LODGE, No. 571 E. R., F. & A. M.,
Ottawa, ——— A. L. 58—

SIR AND BROTHER,

You are hereby summoned as a Master Mason, [*or as the case may be*] before the Dalhousie Lodge No. 571 E. R. Free and Accepted Masons, at the Hall of the Lodge, in the City of Ottawa, on ——— the ——— day of ——— A. L. 58—, at ——— o'clock, to shew cause why you should not be [*excluded from this Lodge, or your name reported to the Grand Lodge for expulsion from the order, as the case may be*] for, [*here set forth the charge concisely.*] A copy of the charges, with the name of the Brother preferring them are herewith sent, and you are hereby notified that your failure to appear at the time and place above appointed, will be taken as conclusive evidence against you, and the trial will be proceeded with and adjudication had in your absence.

By order of the W. M. and Brethren,

[L. S.]

Yours fraternally,

To Bro. _____

_____ Secretary.

G.**Notice of Acceptance.**

DALHOUSIE LODGE, No. 571 E. R., F. & A. M.
Ottawa, ——— 18—

Sir,

I am directed to inform you that your application to this Lodge, for initiation into the mysteries of Free Masonry, was duly presented, and that the ballot resulted in your being accepted.

You are therefore requested to present yourself for initiation at the next meeting which will be held on ——— the ——— day of ——— at ——— o'clock.

By order of the W. Master,

I am,

Sir,

Your obed't Servant,

To _____

_____ Secretary.

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OTTAWA.

