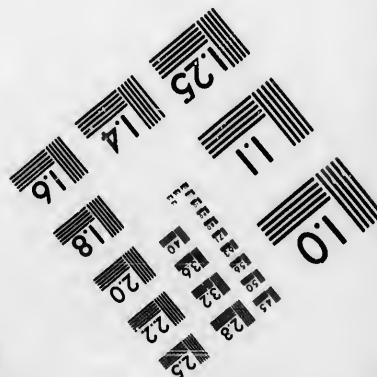
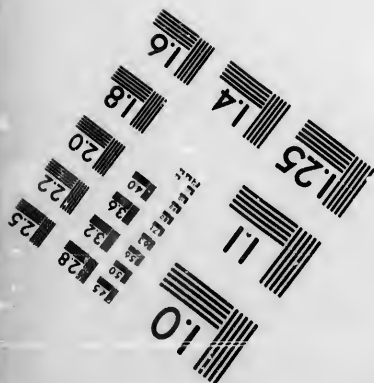
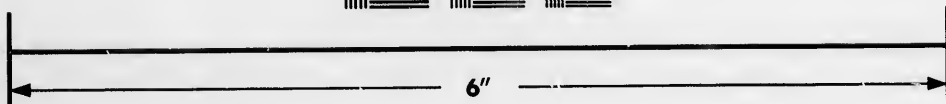
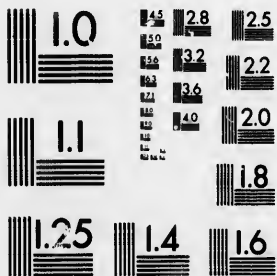


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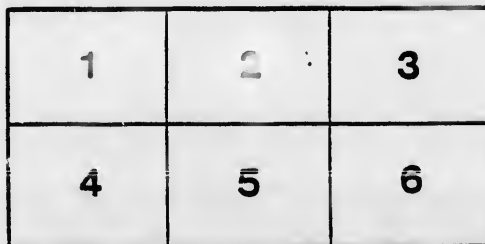
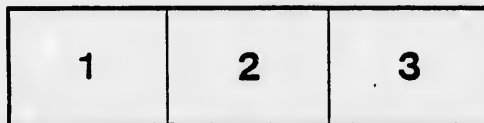
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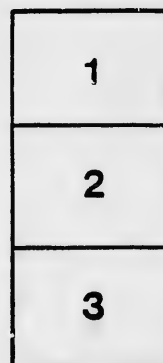
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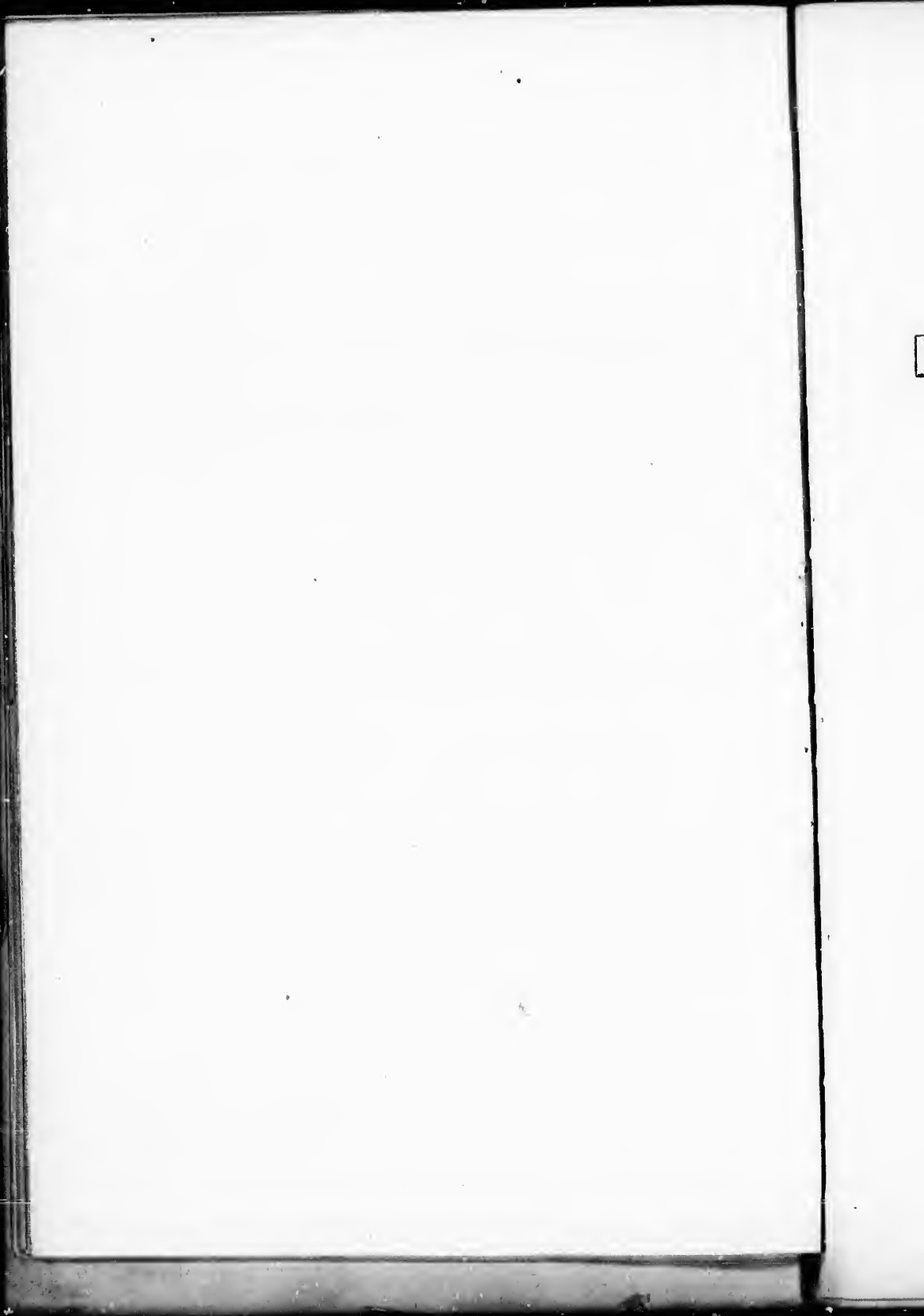
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RULES AND REGULATIONS  
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OF THE  
CORPORATION  
OF THE  
COUNTY OF KENT,

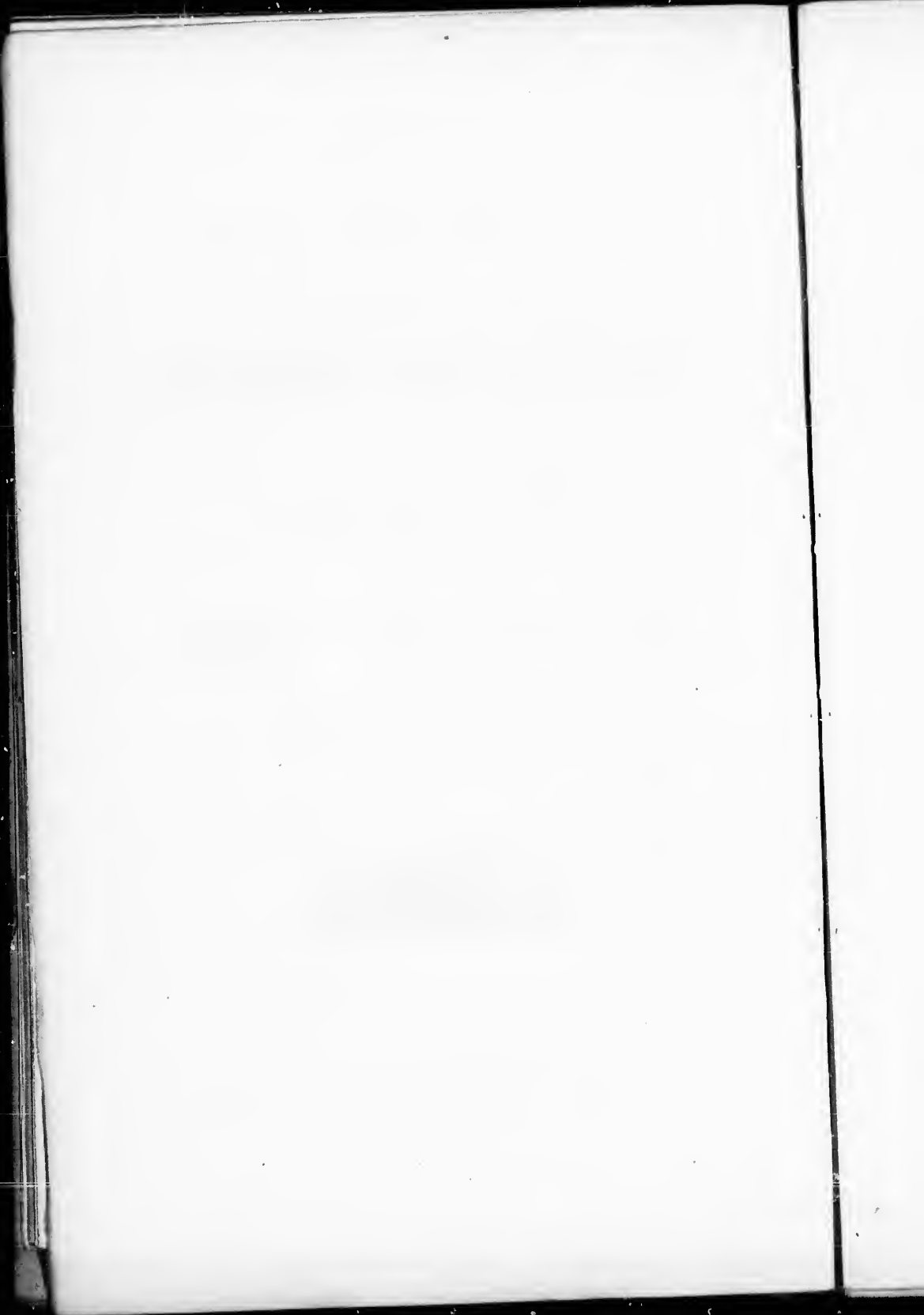
Adopted 18th June, 1870.

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CHATHAM:  
RUFUS STEPHENSON, PRINTER, PLANET OFFICE, KING STREET.

1870.



# RULES OF ORDER.

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## *Meetings and Adjournments of the Council.*

1st.—That the Council shall meet at the hour of Ten o'clock, a.m., unless otherwise provided for; and if at the hour of Ten o'clock there be not a quorum, the Warden or Chairman may take the Chair and adjourn, with the consent of the majority of the Members then present, to some other time.

2nd.—That all Meetings of the Council, on the first day of the Session, shall take place at Two o'clock, p.m., unless otherwise provided for by Statute.

3rd.—That whenever the Warden or Chairman is obliged to adjourn the Council for want of a quorum, the names of the Members present shall be entered in the Minutes, stating the time fixed for the adjourned Meeting, and the hour at which such adjournment is made.

4th.—That upon the appearance of a quorum, and half-an-hour having elapsed after the hour of Meeting, the Warden not being then present, the Clerk shall call the Council to order, when a Chairman shall be chosen, who shall preside until the arrival of the Warden.

5th.—That upon there being a quorum, the Warden or Chairman shall take the Chair, the Members be called to order, and the Roll called.

## *Minutes.*

6th.—After the Roll has been called, the Minutes of the preceding Sitting shall be read by the Clerk, and if there be any mistake therein, it shall be corrected by the Council.

7th.—Upon the Minutes having been read and approved of by the Council, they shall be forthwith signed by the Warden and the Clerk, in presence of the Council.

## *Warden.*

8th.—That the Warden shall preserve order and decorum, and decide questions of Order, subject to an appeal to the Council.



9th.—That when the Warden or Chairman is called upon to explain a point of order or practice, he is to state the Rule applicable to the case, without argument or comment.

*Members.*

10th.—That every Member, previous to his speaking, shall rise from his seat and address himself to the Chair.

11th.—That when two or more Members rise at once, the Warden shall name the Member who is to speak.

12th.—That whilst a Member is speaking no one shall interrupt him.

13th.—That no Member shall speak twice to the same question, without leave of the Council, unless in explanation of a material part of his speech, except the Mover and Seconder of a motion, who shall have the right of reply.

14th.—That any Member rising to a point of Order, shall state the point of Order without debate, and that the Member so called to Order shall desist from speaking until the Warden decides the question of Order.

15th.—That every Member who shall be present when a question is put, shall vote thereon, unless the Council shall excuse him, or unless he be personally interested in the question.

16th.—That any Member may move for the appointment of a Committee, due notice having been first given by him, stating what is the object for the appointment of said Committee.

17.—That no profane or indecent language shall be made use of by any Member, nor shall disrespectful language be addressed to the Warden, or to or concerning any Member of the Council.

*Notices of Motion, &c.*

18th.—Any Member desiring to bring any subject before the Council shall give notice thereof in writing, one day before its introduction, except the reports of Committees or Commissioners, which may be introduced without Notice.

*Motions, &c.*

19th.—That all Motions and other matters shall be read by the Clerk.

20th.—That all Motions shall be in writing, with the names of the Mover and Seconder.

21st.—That a Motion to adjourn shall always be in Order, except when a Vote is being taken.

22nd.—That after a Motion has been read, it shall be deemed to be in possession of the Council, but may be withdrawn at any time before being put to the Vote with permission of the majority of the Members of the Council present.

23rd.—When a Motion has been once made and carried,

either in the affirmative or negative, it shall be in Order to move for its reconsideration, but no such motion shall be reconsidered unless a majority of the whole Council vote for its reconsideration.

*By-Laws.*

24th.—Notice shall be given at a previous Sitting of the intention to introduce or amend any By-Law.

25th.—That each By-Law shall be read three times, previous to its being passed, but no By-Law shall be read more than once on the first day of its introduction.

26th.—That no By-Law shall be committed until it shall have been read twice.

27.—That all Amendments to By-Laws made in Committee shall be reported by the Chairman standing in his place as Chairman.

*Petitions.*

28th.—All Petitions, Memorials, or other Papers addressed to the Council, shall be presented by a Councillor in his place, who shall be answerable to the Council that they do not contain any improper matter.

*Committees.*

29th.—That a Special Committee shall be appointed at the January Session in each year to select all Standing Committees, and shall report to the Council with a List of the various Committees for its approval. Each Committee shall appoint its own Chairman.

30th.—That the Warden shall, by virtue of his office, be a Member of all Committees.

31st.—That in forming a Committee of the whole Council, the Warden or Chairman shall leave the Chair, and before leaving the Chair, shall appoint a Chairman to preside, who shall have the same authority in the Chair of the Committee as the Warden in the Chair of the Council, and in other Committees the Chairman shall have the same authority.

32nd.—That all Amendments made in Committee shall be reported by the Chairman in his place as Chairman.

33rd.—That the Rules of the Council shall be observed in Committee as far as practicable, except the Rules for adjournment, limiting the number of times of speaking, and for taking the Yeas and Nays.

*Divisions of the Council.*

34th.—That on a Question being put, the Yeas shall rise and Nays remain sitting.

35th.—That if any Member requires the Yeas and Nays, upon any question, to be recorded on the Minutes, he must call for

them immediately after the Warden has taken the Vote. They shall be taken in the following manner: Those Members who have voted Yea shall rise, and the Warden shall call over their names, the Clerk taking them down; the Members who have voted Nay shall then rise, and their names shall be taken down in the same manner; after which the Clerk shall call over the names of the Yeas and Nays, and declare the result of the Vote.

*Orders of the Day.*

36th.—That after leave granted, all Notices of Motion, By-Laws, &c., shall be written on a Roll, or Order of the Day, so that the same may be taken up the next day in regular succession. And that a list of such Motions, &c., that may remain undisposed of, shall be placed first on the Order of the Day of the following morning.

*Money Appropriations.*

37th.—All applications for Money shall be referred to the Finance Committee, which shall report upon the same to the Council, except applications for Grants to Roads and Bridges, which shall be referred to the Committee on Roads and Bridges.

*Miscellaneous.*

38th.—That no Rule of the Council shall be suspended if objected to by a Member, unless a majority of the Members present shall vote for the same.

39th.—That when a question shall arise for which there is no Rule applicable, the Warden shall decide the same, subject to an appeal to the Council.

*Routine Business of the Council.*

40th.—The ordinary business of the Council shall be taken up as follows:—1, Calling the Roll; 2, Reading Minutes of the preceding Sitting; 3, Reading Communications and Petitions; 4, Giving Notices of Motion; 5, Reports of Committees; 6, Orders of the Day.

JAMES HART, Clerk.           STEPHEN WHITE, Warden.

RUFUS STEPHENSON, PLANET OFFICE, KING STREET, CHATHAM.

