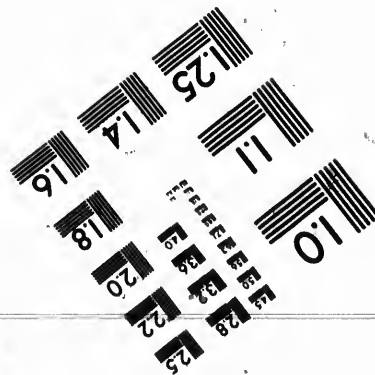
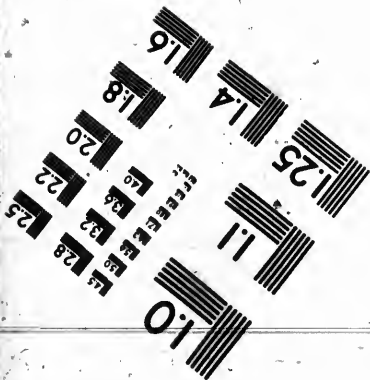
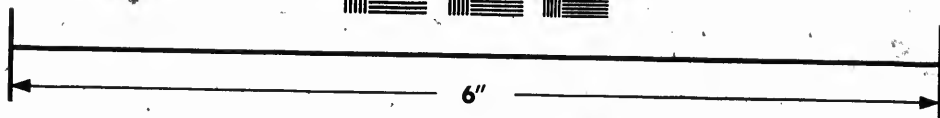
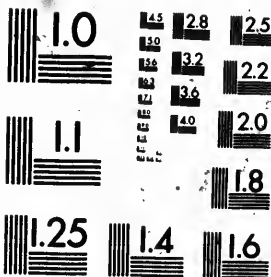


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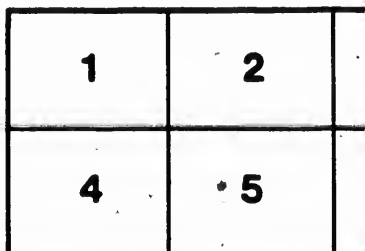
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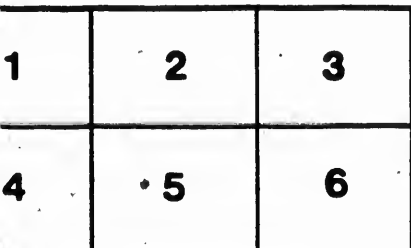
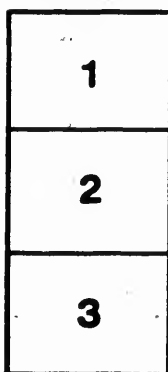
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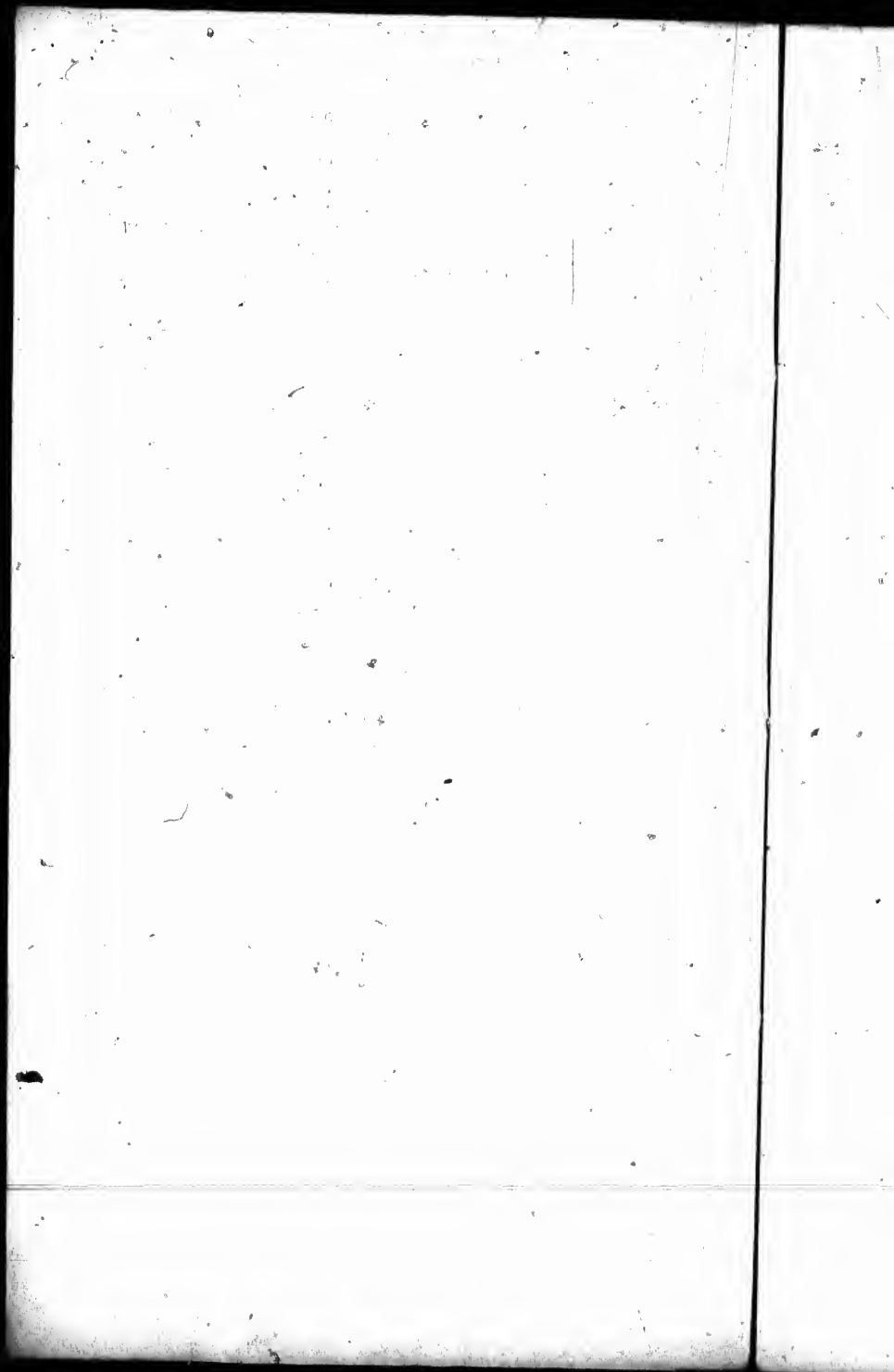
RULES AND ORDERS
OF THE
COMMON COUNCIL
OF
THE CITY OF MONTREAL.



MONTREAL :

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1844.



RULES AND ORDERS

OF

THE COMMON COUNCIL OF THE CITY OF MONTREAL.

I.

As soon after the hour of meeting, as there shall be a quorum present, agreeably to the Ordinance of Incorporation, the Mayor of the said City, if present, or, in his absence, such Aldermen, or in the absence of all the Aldermen, such Councillor, as the members of the Council, so assembled, shall choose to be Chairman of any such meetings, shall take the Chair, and call the members to order.

II.

In case the Mayor shall not be in attendance, or if in attendance, should wish to leave the Chair, the senior member present, shall, from his place, call the meeting to order, until a President be chosen,

according to the provisions of the Ordinance, who shall sit until the arrival or return of the Mayor.

III.

The Mayor, or other Presiding Member, shall preserve order and decorum; he may speak to points of order in preference to other members, and shall decide all questions of order, subject to an appeal to the Council, on motion of any member, regularly seconded.

IV.

The Mayor, or other Presiding Member, shall not take part in debate, or vote, unless the Council shall be equally divided, in which case he may give his reasons for so voting. He may, however, state facts, and give his opinion on questions of order.

V.

When the Mayor, or Presiding Member, is called upon to decide a point of order or practice, he shall state the Law and Rule applicable to the case.

VI.

Immediately after the Mayor, or Presiding Member, shall have taken his seat, the Minutes of the preceding Meeting shall be read by the Clerk, in order that any mistake therein may be corrected by the Council.

VII.

The Mayor, and members of the Council, shall

rise when they address the Council, or to put a question, but may read sitting.

VIII.

The Mayor or Presiding Member, shall propose all questions, in the order in which they are moved, except in naming sums and fixing times, when the largest sum and the longest time shall be put first.

IX.

After a motion is seconded, and submitted by the Mayor or Presiding Member, it shall be deemed to be in possession of the Council, but may be withdrawn at any time, before decision or amendment, with permission of the Council.

X.

The Mayor or Presiding Member, shall consider a motion to adjourn as always in order, unless a member has possession of the floor, or any question has been put and not decided; and it shall be decided by the Council without debate.

XI.

No question on a motion shall be debated or put, unless the same be seconded. When a motion is seconded, it shall be stated by the Mayor or Presiding Member, *before* debate, and every such motion shall be reduced to writing.

XII.

When a question is under debate, no motion shall be received unless—

- | | |
|--------------------------|----------------------------|
| 1. To amend it ; | 4. To postpone it ; |
| 2. To commit ; | 5. For previous question ; |
| 3. To lay on the table ; | 6. To adjourn. |

XIII.

The previous question, until it is decided, shall preclude all amendments and debate of the main question, and shall be in this form ; “ Shall the main question now be put.”

XIV.

When two or more members happen to rise at the same time, the Mayor or Presiding Member, shall name the member who is first to speak.

XV.

When any member is about to speak in debate, or deliver any matter in the Council, he shall rise in his place, and respectfully address the Mayor, or Presiding Member, shall confine himself to the question under debate, and avoid all personality, and shall sit down as soon as he has done speaking.

XVI.

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: provided such interest is resolvable into a personal pecuniary profit, or such as is peculiar to the member, and not in common with the interests of the citizens at large, in which case he shall not vote.

XVII.

When the Mayor, or Presiding Member, is putting a question, no member shall walk out of the room, nor when a member is speaking, shall any other member hold discourse which may interrupt him; but if any member is speaking, or otherwise transgressing the rules of the Council, the Mayor, or Presiding Member, shall, or any member may, call to order, in which case, the member so called to order shall immediately sit down, unless permitted to explain; and the Council, if appealed to, shall decide on the case, but without debate.

XVIII.

Any member may of right require the question or motion in discussion to be read for his information, at any time during the debate, but not so to interrupt a member speaking.

XIX.

No member shall speak more than once to the same question, except the mover, who will have the right of replying, when all other members choosing

to speak shall have spoken, unless the member wishes to explain a material part of his speech, which may have been misconceived or misunderstood, but then he is not to introduce any new matter.

XX.

When a motion has once been made, and carried in the affirmative or negative, it shall be in order for any member to move for a re-consideration; and if, such motion is seconded, it shall be open to debate, and be disposed of by the Council; and in case the motion be made at the same meeting, it shall be competent for a majority of the members present to pass a vote of re-consideration; but if it be not made until the next meeting, the subject shall not be re-considered, unless a majority of the whole Council shall vote therefor; but no more than one motion for the re-consideration of any vote shall be permitted.

XXI.

Whenever it shall be moved, and carried, that the Council shall go into Committee of the whole, the Mayor shall leave the chair, and the Council in Committee shall appoint a chairman of the Committee of the whole, who shall report the proceedings of the Committee. The rules of proceeding in Council, shall be observed in committee of the whole, so far as they may be applicable, except the rule limiting the times of speaking, and the taking of the

ayes and noes ; but no Member shall speak more than once to any question, until every other Member choosing to speak, shall have spoken.

XXII.

When in Committee of the whole Council, all Motions relating to the matter under consideration shall be put in the order in which they are proposed.

XXIII.

On motion in Committee, to rise and report, the question shall be decided without debate.

XXIV.

Of the number of Members appointed to compose a Select Committee, such number thereof as shall be equal to a majority of the whole number chosen shall be a quorum competent to proceed to business.

XXV.

Every Member who shall introduce an Ordinance, Petition, or Motion, upon any subject which may be referred to a Committee, shall be one of the Committee, without being named by the Council.

XXVI.

When an Ordinance or Petition is read in the Council, the Clerk shall certify the readings, and the time, on the back thereof.

XXVII.

Every Ordinance or Bye-Law shall be read twice before it is committed and engrossed, and read a third time before it is signed by the Mayor.

XXVIII.

No Ordinance brought into the Council shall have more than one reading on the same day.

XXIX.

The Mayor shall cause the Clerk to make a list of all Ordinances, Resolutions, or Reports on the Table, which shall be considered "The general order of the day"—original communications and petitions shall be first taken up, then any unfinished subject, then the special orders of the day, unless the Council shall decide differently.

XXX.

Committees shall be appointed on motion of a Member by consent of a majority of the Council. Committees appointed to report on any subject referred to them by the Council, shall report a statement of facts, and also their opinion thereon, in writing, and no report shall be received unless the same shall be signed by a majority of the Committee.

XXXI.

Every Petition, Remonstrance, or other written Application intended to be presented to the Common

Council, may be delivered to the Council, or any Member thereof, as soon as the minutes are read, on the day on which the Common Council convene, and the Member to whom it shall be given shall examine the same, and endorse thereon the name of the applicant, and the substance of such application, and sign his name thereto, which endorsement shall be read by the Mayor or other Presiding Member unless a Member shall require the reading of the paper, in which case the whole shall be read.

XXXII.

In all elections of Committees of the Council by ballot, the Member having the highest number of votes shall act as Chairman, and when the Committee is nominated by the Chair, with the consent of the Council, the Member first named shall be the Chairman, but in case of his absence, the Committee shall have power to appoint a Chairman, *pro tempore*.

XXXIII.

All Committees of this Council shall consist of three Members, unless a different number be especially ordered, and no Report shall be received from any Committee unless agreed to in Committee actually assembled.

XXXIV.

No Meeting of any Committee shall be called upon less notice than twenty-four hours.

XXXV.

Members of the Council may attend Meetings of any of its Committees, but shall not exercise the privilege of voting.

XXXVI.

The Clerk, shall keep minutes of the votes and proceeding of the Council, entering thereon all accepted orders and resolutions: shall notice reports, memorials, and other papers, submitted to the Board only by their titles, or a brief description of their purport, but all accepted reports shall be entered at length, and the said minutes shall be fairly copied into a separate journal, to be kept for that purpose, and provided with an index; the whole in English and French.

XXXVII.

It shall also be the duty of the Clerk of the Common Council to attend the Meetings of Council and Committees, and to keep the records of Committees of the Board, and he shall provide suitable blank-books for that purpose, and the said Clerk shall have the custody of the minutes so kept, which, like all the other records, shall be subject to the inspection of the Members of the Council.

XXXVIII.

No Committee shall enter into any contract with or authorize the purchase of any article from any of its Members.

XXXIX.

No Chairman of any Committee shall audit or approve any bill or account against the City, for any supplies or services, which shall not have been ordered or authorized by the Committee.

XL.

All bye-laws passed by the City Council, shall be termed "Ordinances," and the enacting style shall be, "Be it ordained and enacted by the Mayor, Aldermen, and Citizens of the City of Montreal, in City Council assembled."

XLI.

In all votes of the City Council which express anything by way of *command* the form of expression shall be "ordered," and whenever *opinions, principles, facts* or *purposes* are expressed, the form shall be "resolved."

XLII.

No standing rule or order of the Council shall be suspended, unless *three fourths* of the Members present shall consent thereto; nor shall any rule or order be repealed or amended without due notice being given of the motion therefor: nor unless a majority of the whole Council shall concur therein.

XLIII.

The Standing Committees shall consist of Members, and shall be as follows :—

- On Finance and General Accounts.
- On Markets.
- On Roads, Streets, and Improvements.
- On Lighting.
- On Fire.
- On Police, Police Regulations, Framing of Ordinances, and Health.

XLIV.

The Members of the Council shall not leave their places on adjournment, until the Mayor or other Presiding Member leaves the Chair.

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