

RULES AND STANDING ORDERS

OF THE

LEGISLATIVE ASSEMBLY

OF

CANADA,

ADOPTED IN THE FIRST SESSION OF THE FIRST
PROVINCIAL PARLIAMENT,

AND

*Revised in the First Session of the Fourth
Parliament.*



QUEBEC:

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RULES OF THE HOUSE.



MEETINGS AND ADJOURNMENTS OF THE HOUSE.

1.

That this House do meet at three o'clock Hour of meeting. in the afternoon: and if at three o'clock there is not a QUORUM, Mr. Speaker may take the Chair and adjourn; but when the House rises on *Friday*, it shall stand adjourned to the following *Monday*.

2.

That when the House adjourns, the Members shall keep their seats until the Speaker leaves the Chair. When members shall leave their seats:

3.

That whenever the Speaker is obliged to adjourn the House for want of a QUORUM, the hour at which such adjournment is made, and the names of the Members then present, shall be inserted in the Journals. Names to be taken on adjournment for want of a Quorum.

QUORUM.

4.

Appearance of
a Quorum.

That upon the appearance of a QUORUM, the Speaker shall take the Chair, and the Members be called to order.

5.

Black Rod.

That the Speaker shall always take the Chair when the Black Rod is at the door, whatever the number of Members then present may be.

SPEAKER.

6.

Order and de-
corum.

That the Speaker shall preserve Order and Decorum, and shall decide Questions of Order, subject to an appeal to the House.

7.

Speaker, when to
vote.

That the Speaker shall not take part in any Debate or vote in any case, unless the House shall be equally divided.—He may give his reasons for so voting. He shall stand uncovered when addressing the House.

8.

That when the Speaker 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.

Speaker explaining a point of order.

MEMBERS.

9.

That every Member, previous to his speaking, shall rise from his seat uncovered, and address himself to the Speaker.

Member speaking.

10.

That when two or more Members rise at once, the Speaker shall name the Member who is first to speak; and the other or others may appeal to the House, if dissatisfied with the Speaker's decision, by the Question, "*Which Member was 'first up?'*"

Two or more members rising at once.

11.

That every Member who shall be present when a question is put, shall vote thereon, unless the House shall excuse him, or unless

When members may not vote.

he shall be personally interested in the question; provided such interest be resolvable into a personal pecuniary profit, or such as is peculiar to the Member, and not in common with the interest of the subject at large, in which case he shall not vote.

12.

Members interested in petitions for certain corporate powers.

That whenever a Petition tending to incorporate any number of persons to carry on any commerce or trade, is presented to this House, such of the Members of this House as are to become incorporated in consequence of such Petition, to carry on such commerce or trade, are personally interested in all questions that may arise upon such Petition, and in any after proceedings that may take place upon it.

13.

Order when the Speaker is putting a question.

That when the Speaker is putting a question, no Member shall walk out of, or across the House; nor when a Member is speaking shall any Member hold discourse to interrupt him, except to order, nor pass between him and the Chair.

14.

That a Member called to order shall sit down, unless permitted to explain; and the House, if appealed to, shall decide on the case, but without debate; if there be no appeal, the decision of the Chair shall be submitted to.

Member called to order.

15.

That no Member shall speak disrespectfully of the Queen or any of the Royal Family, or Person administering the Government of this Province; nor shall he use unmannerly or indecent language against the proceedings of this House, or against particular Members; nor shall he speak beside the question in debate.

Disrespectful, unmannerly or indecent language &c.

16.

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

Members may demand that the question, &c., be read.

17.

Limitation of
right of speaking.

That no Member shall speak more than once on the same question, without leave of the House, except in explanation of a material part of his speech, which may have been misconceived; but then he is not to introduce new matter.

18.

On a previous
question.

That no Member shall speak more than once, without leave of the House, upon a previous question.

19.

House cleared of
strangers.

That any Member may, at any time, desire the House to be cleared of strangers; and the Speaker shall immediately give directions to the Sergeant-at-Arms to execute the order, without debate.

20.

Members absent-
ing themselves.

That no Member during the Session shall absent himself for more than one sitting at a time, without an express leave of absence from the House.

21.

That this House will not grant leave of Leave of absence. absence to any Member, (unless that there are forty-three Members present in town,) but on the most urgent and accidental business specially stated to the House.

LEGISLATIVE COUNCIL.

22.

That the Master in Chancery attending Messenger of the Legislative Council. the Legislative Council, be received, as their Messenger, at the Clerk's Table, the Members sitting; where he shall deliver such Message as he is charged with from the Legislative Council.

23.

That all Messages from this House to the Messages to the Legislative Council. Honorable the Legislative Council, be sent by one Member of this House.

24.

That when this House shall judge it Conferences with the Legislative Council. necessary to request a conference with the

Legislative Council, the reasons to be given by this House upon the subject of the conference shall be prepared and agreed to by the House, before a Messenger shall be appointed to make the said request.

25.

Messages from the
Legislative Council.

That Messages from the Honorable the Legislative Council, shall be received into this House as soon as announced by the Sergeant-at-Arms.

26.

Legislative Councillors attending
the debates.

That Legislative Councillors, desirous of hearing the debates, may have seats without the Bar, in a space to be set apart for that purpose, withdrawing when the House is cleared.

STRANGERS.

27.

Strangers behaving
irregularly.

That Strangers admitted into the House during its sittings, who make a noise or behave irregularly, shall be committed to the

custody of the Sergeant-at-Arms, to await the judgment of the House.

JOURNALS.

28.

That a copy of the Journals of this House be delivered, each day, to His Excellency the Governor General, certified by the Clerk.

Copy of the Journals for the Governor.

29.

That this House doth consent that its Journals may be searched by the Legislative Council, in like manner as this House may, according to Parliamentary usage, search the Journals of the Legislative Council.

Legislative Council may search Journals.

RULES OF THE HOUSE.

30.

That the Rules of the House shall be observed in a Committee of the whole House, so far as they may be applicable, except the Rule limiting the number of times of speaking.

Rules how applied in Committees of the Whole.

31.

Unprovided cases, That in all unprovided cases, resort shall be had to the Rules, Usages and Forms of Parliament, which shall be followed, until this House shall think fit to make a Rule applicable to such unprovided cases.

DIVISION OF THE HOUSE.

32.

Names when to be taken.

That upon a Division in the House, the names of those who vote for, and of those who vote against the question, shall be entered upon the Minutes, if two Members require it.

MOTIONS AND QUESTIONS.

33.

Motion to adjourn.

That a motion to adjourn shall always be in order.

34.

Motion that the Chairman leave the Chair.

That a motion that the Chairman leave the Chair, shall always be in order, and shall take place of any other motion.

35.

That no motion for leave to present any Bill, Resolution, or Address, or for the appointment of any Committee, shall be made until at least two days' notice thereof shall have been given,—all such notices to be laid on the Table before 5 o'clock, and to be printed with the Proceedings of the day.

Two days' notice of all motions to be given.

36.

That no motion shall be debated or put, unless the same be in writing, and seconded. When a motion is seconded, it shall be read in English and in French by the Speaker, if he is master of both languages; if not, the Speaker shall read in either of the two languages most familiar to him, and the reading in the other language shall be at the table, by the Clerk or his Deputy, before debate.

Motions how made; how read.

37.

That after a motion is read by the Speaker, it shall be deemed to be in possession of the House; but may be withdrawn at any time before decision or amendment, with permission of the House.

Motion not to be withdrawn without leave.

38.

Motions on questions under debate.

That when a question is under debate, no motion shall be received unless to amend it, or commit it, or to postpone it to a certain day, or for the previous question, or for adjournment.

39.

Previous question.

That the Previous Question, until it is decided, shall preclude all amendment of the main question; and shall be in the following words: "*Shall the main Question be now put?*"

40.

Motions for commitment.

That a Motion for commitment, until it is decided, shall preclude all amendment of the main question.

41.

Order of questions.

That all questions, whether in Committee or in the House, shall be put in the order in which they are moved.

42.

No motion to have a preamble.

That no Motion prefaced by any preamble, shall be admitted in this House.

43.

That every motion, when seconded, ought to be received and read by the Speaker, except in the cases provided for by the Rules of this House.

Reception of motions.

44.

That it shall be the duty of the Speaker, whenever he shall conceive that a motion which he has received and read, may be contrary to the Rules or Privileges of this House, to apprise the House thereof immediately, before the question on such motion is put, and to cite the Rule which is applicable to the case.

Motions contrary to Rules.

AID AND SUPPLY.

45.

That if any motion be made in this House for any Public Aid, Subsidy, Duty or Charge upon the people, the consideration and debate thereof shall not presently be entered upon, but shall be adjourned till such further day as the House shall think fit to appoint; and

Motions concerning Aid and Supply.

then it shall be referred to a Committee of the whole House, and their opinion be reported, before any Resolution or Vote of the House do pass thereupon.

46.

Rights of the House touching Aids and Supplies.

That all Aids and Supplies granted to Her Majesty by the Legislature of Canada, are the sole gift of the Assembly of this Province, and all Bills for granting such Aids and Supplies ought to begin with the Assembly, as it is the undoubted right of the Assembly to direct, limit, and appoint in all such Bills, the ends, purposes, considerations, conditions, limitations and qualifications of such Grants, which are not alterable by the Legislative Council.

47.

Its strict rights waived in certain cases.

That in order to expedite the business of the Legislature, the House should not insist on the privilege claimed and exercised by them, of laying aside Bills sent from the Legislative Council because they impose pecuniary penalties; not of laying aside

amendments made by the Legislative Council because they introduce into or alter pecuniary penalties in Bills sent to them by this House ; provided that all such penalties thereby imposed, are only to punish or prevent crimes and offences, and do not tend to lay a burden on the subject, either as Aid or Supply to Her Majesty, or for any general or special purposes, by Rates, Tolls, Assessments or otherwise.

PUBLIC BILLS.

48.

That every Public Bill shall be introduced Mode of introducing Bills. by a motion for leave, specifying the title of the Bill, or by a motion to appoint a Committee to prepare and bring it in, or by an Order of the House on the Report of a Committee.

49.

That no Bill shall be committed or amended Two readings. until it shall have been twice read.

50.

Amendments reported by Committees.

That all amendments shall be reported to the House by the Chairman, standing in his place. After report, the Bill shall be subjected to debate and amendment in the House, before the question for appointing a day for the third reading shall be put.

51.

Three readings on different days,—exception.

That every Bill shall receive three several readings, on different days, previous to its being passed, except on urgent and extraordinary occasions, when it may be read twice or thrice in one day.

52.

Readings how certified.

That when a Bill is read in the House, the Clerk shall certify the readings and the time on the back.

53.

Bills how read in Committee of the whole.

That Bills committed to a Committee of the whole House, shall first be read throughout by the Clerk, and then be read by the Chairman and debated by clauses, leaving the Preamble and Title to be last considered.

54.

That when a Bill passes the House, the Clerk shall certify the same, with the date thereof, at the foot of the Bill.

Bills passed by the House to be certified.

55.

That a similar mode of proceeding shall be observed with Bills which have originated in and passed the Legislative Council, as with Bills originating in this House.

Bills originating in Legislative Council.

56.

That it shall be the duty of the Law-Clerk of this House, to revise all Public Bills after the first reading, and that after such revision, he do mark his initials and certify on the endorsement of the said Bills, in red ink, that the same are correct; and that the said Law-Clerk be held responsible for the due performance of such duty, in obedience to this Resolution; and that in every succeeding stage of such Bills the said Law-Clerk shall be also held responsible for the correctness of the said Bills, should amendments be made thereto: and he shall make a Breviat of every

Certain duties assigned to the Law Clerk.

such Bill previous to the second reading thereof.

57.

Bills and Breviats
to be printed—
exceptions—

That all Bills, Public and Private, and Breviats and Abridgments thereof, be printed before the second reading, in the English and French languages in equal proportions (unless the House in certain cases dispense with such printing), with the exception of Bills relating only to Upper Canada, which shall be printed in English alone, unless otherwise required by any one member,—and also of certain Bills to continue Acts, or other short Bills not introducing any important innovation, with the printing of which the Speaker may dispense.

PRIVATE BILLS.

58.

Time for receiving
Petitions for
Private Bills.

That hereafter no Petition for any Private or local Bill will be received by the House after the first fifteen days of each Session, unless the Petitioners shall have first applied,

after notice thereof, for leave to present such Petition, and obtained permission of the House to do so.

59.

That hereafter this House will not receive any Private or local Bills, except within the first four weeks of each Session.

Time for receiving Private Bills.

60.

That this House will not receive any Report of a Standing or Special Committee, upon any Private or local Bill, except within the the first six weeks of each Session.

Time for receiving Reports thereon.

61.

That the Clerk of this House shall, within three months after the close of each Session, publish in the official Gazette, the 62nd, 63rd, and 64th Rules,—and in other newspapers (English and French) the substance thereof;—and shall also, immediately after the issuing of the Proclamation convoking the Provincial Parliament for the dispatch of business, announce, in the Official Gazette,

Clerk to publish Rules relative to Private Bills.

and other newspapers published in this Province in the English and French languages, until the opening of Parliament, the day on which the time limited for receiving Petitions for Private Bills will expire, according to the Rules of this House ; and the said Clerk shall also announce, by notice set up in the Select Committee Rooms, and in the Lobby of this House, by the first day of every Session, the days on which, according to the Rules of this House, the time for receiving Petitions for Private Bills, Reports on those Petitions, and Reports on the Bills upon those Petitions, are to expire.

62.

Two months' notice of certain applications required.

That all applications for Private or Local Bills, whether for the erection of a Bridge, the making of a Railroad, Turnpike Road, or Telegraph Line ; the construction or improvement of a Harbour, Canal, Lock, Dam, or Slide, or other like work ; the granting of a right of ferry ; the construction of works for supplying gas or water ; or for the incorporation of any particular Profession or Trade,

or of any Banking or other Commercial Company, or Cemetery Company; the incorporation of a Town or City; the levying of any local Assessment; the division of any County or Township; the removal of the site of a County Town, or of local offices; the regulation of a Common; the re-survey of any Township, Line, or Concession; or for granting to any individual or individuals any exclusive rights or privileges whatsoever, or for doing any matter or thing which in its operation would affect the rights or property of other parties; or for making any amendment of a like nature to any former Act,—shall require the following notice to be published, viz. :

In *Upper Canada*—A notice inserted in one newspaper published in the County, or Union of Counties, affected.

In *Lower Canada*—A notice inserted in one newspaper in the English, and one newspaper in the French language, in the District affected, or in both languages if there be but one paper; or if there be no paper published

therein, then (in both languages) in a paper published in an adjoining District, and also in the Official Gazette.

Such notices shall be continued in each case for a period of at least two months, during the interval of time between the close of the next preceding Session, and the consideration of the Petition. Provided that if the application be of such a nature as not to affect any particular locality, the notice may be published in the Official Gazette.

63.

Rates of Toll,
&c., for a Toll-
bridge.

That before any Petition praying for leave to bring in a Private Bill for the erection of a Toll Bridge is presented to this House, the person or persons purposing to petition for such Bill shall, upon giving the notice prescribed by the 62nd Rule, also, at the same time, and in the same manner, give a notice in writing, stating the rates which they intend to ask, the extent of the privilege, the height of the arches, the interval between the abutments or piers for the passage of rafts and vessels, and mentioning also whether they

propose to erect a draw-bridge or not, and the dimensions of such drawbridge.

64.

That parties publishing notices of intended applications for Private Bills under the 62nd Rule, shall be required to send, addressed to the "Private Bill Office, Legislative Assembly," (as soon as may be after its publication) a copy of the local newspaper containing the first insertion of any such notice (or a certificate of the insertion thereof, by the proprietor of such paper); and also, after the presentation of the Petition, a copy of the paper containing the last insertion of the said notice, or a certificate thereof.

Copies of such Notice to be sent to Private Bill Office.

65.

That Bills of a private nature shall be introduced on a Petition, to be presented by a Member, and seconded.

Introduction of Private Bills.

66.

That when any Bill shall be brought into the House for confirming Letters Patent, a

Bills for confirming Letters Patent.

true copy of such Letters Patent shall be attached to the Bill.

67.

Fee to be paid on certain Private Bills, after second reading.

That the expenses and costs attending on Private Bills giving any exclusive privilege or advantage, whether for the erection of a Bridge, or the construction of a Rail Road, Turnpike Road, Telegraph Line, Harbour, Canal, Lock, Slide, Dam, or other like work ; or for the incorporation of Banking or Commercial Companies, Cemetery Companies, or Companies for the construction of Gas or Water Works, or for any other objects of profit, or private or individual advantage ; or for amending, extending, or enlarging any former Acts in such manner as to confer additional powers, ought not to fall on the public ; and that for the purpose of defraying the same, the parties seeking to obtain any such Bill shall be required to pay into the Private Bill Office the sum of £15, immediately after the second reading thereof ; and all such Bills shall be prepared in the English and French languages, by the parties apply-

ing for the same, and printed by the Contractor for printing the Bills of the House, and 250 copies thereof in English shall be deposited in the Private Bill Office, with 150 copies in French also of such Bills as relate to Lower Canada, before the second reading; and no such Bill shall be read a third time until a certificate from the Queen's Printer shall have been filed with the Clerk, that the cost of printing 150 copies of the Act in each language for the Government, has been paid to him.

Such Bills to be prepared and printed at expence of parties.

68.

That every Private Bill, after having been read a second time, shall be referred to the Standing Committee on Private Bills, if any such shall have been appointed, or to some other Standing Committee of the same character.

All Private Bills to be referred to a Standing Committee.

69.

That whenever any Petition or Bill presented to the House shall have been referred to a Committee to examine the matter thereof and report the same, as it shall appear to them, to the House, the House will not admit any

When a Bill or Petition is referred, Petitioners not to be heard until after Report

Petitioners to be heard, by themselves or Counsel, against such Petition or Bill, until the matter shall have been first reported to the House.

70.

Persons interested to appear before Committee.

That all persons whose interest or property may be affected by any Private Bill, shall, when required by the Committee, appear in person before them to give their consent; and if they cannot personally appear, they may send their consent in writing, which shall be proved before the Committee by one or more witnesses. And in every case the Committee upon any Bill for incorporating a Company shall require proof that the persons whose names appear in the Bill as composing the said Company, are of full age, and that they are in a position to effect the objects contemplated by the Bill, and have personally consented to become so incorporated.

71.

Sitting of Committee to be notified.

That no Committee on any Private Bill, based upon a Petition, notice of which is required by the 62nd Rule, shall sit thereupon,

without first causing a week's notice of the day of sitting to be set up in the Lobby.

72.

That the Committee to whom any Private Bill shall have been referred; shall report the Bill to the House, whether such Committee shall or shall not have agreed to the Preamble, or gone through the several clauses, or any of them; and when any alteration shall have been made in the Preamble of the Bill, such alteration, together with the ground of making the same, shall be specially stated in the report.

Committee must report every Bill referred, with grounds of any alteration of Preamble.

73.

That when the Committee on any Private Bill shall report to the House that the Preamble of such Bill has not been proved to their satisfaction, they shall also state the grounds upon which they have arrived at such a decision.

When reporting Preamble not proved, to state grounds of decision.

74.

That a filled up Bill containing the amendments proposed to be submitted to the Committee on the Bill, be deposited in the Private

Copy of proposed amendments to be fyled one day before meeting.

Bill Office, one clear day before the meeting of the Committee upon such Bill.

75.

Chairman to sign Bills and all the amendments.

That the Chairman of the Committee shall sign, with his name at length, a printed copy of the Bill, on which the amendments are fairly written, and shall also sign with the initials of his name, the several amendments made and clauses added in Committee; and another copy of the Bill, with the amendments written thereon, shall be prepared by the Clerk of the Committee, and fyled in the Private Bill Office, or attached to the Report.

Another copy to be fyled.

76.

Amendments by the Council to be referred to same Committee as the Bill.

That any Private or Local Bill returned from the Legislative Council, amended, such amendment or amendments not being of a technical nature, shall, previous to being read a second time, be referred to one or more (as the case may require) of the Standing or Select Committees to which the said Bill, or the Petition on which the same was founded, was in the first instance referred.

77.

That (except in cases of urgent and pressing necessity) no motion shall be made to dispense with any Sessional or Standing Order of the House, relative to Private Bills, without due notice thereof.

No Standing Order shall be dispensed with without notice.

78.

That a Book, to be called the "Private Bill Register," shall be kept in a room to be called the "Private Bill Office," in which Book shall be entered, by the Clerk appointed for the business of that Office, the name, description and place of residence, of the parties applying for the Bill, or their agent, and all the proceedings thereon, from the Petition to the passing of the Bill; such entry to specify briefly each proceeding in the House, or in any Committee to which the Bill or Petition may be referred, and the day on which the Committee is appointed to sit. Such Book to be open to the public inspection daily, during Office hours.

A Private Bill Register to be kept in the Private Bill Office.

79.

That the Clerk of the Private Bill Office do

Lists of Petitions

and Bills for consideration to be prepared daily.

prepare, daily, lists of all Private Bills, and Petitions for Private Bills, upon which any Committee is appointed to sit, specifying the time of meeting, and the room where the Committee shall sit; and the same shall be hung up in the Lobby.

PETITIONS.

80.

Petitions, how presented.

That Petitions, Memorials, and other Papers addressed to the House, shall be presented by a Member, in his place, who shall be answerable to the House that they do not contain improper or impertinent matter.

PAPERS LAID BEFORE THE HOUSE.

81.

Papers before the House or a Committee, how to be read.

That Papers laid before this House, or referred to a Committee for their consideration, are of right to be read once by the Clerk or Chairman at the table, but when once read to the House or Committee, they are then, like every other Paper that belongs to the House, to be moved for to be read, and if objected to, to be decided by taking the sense of the House or Committee.

COMMITTEES.

82.

That in forming a Committee of the whole House, the Speaker shall leave the Chair, and shall, before leaving the same, appoint a Chairman to preside, who shall have the same authority in the Chair of the Committee as the Speaker in the Chair of the House; and in other Committees the Chairman shall have the like authority.

Committee of the whole House, how formed.

83.

That the mode of appointing a Select Committee, shall be first to determine the number it shall consist of, then each Member naming one, which shall be written down by the Clerk; those who have most voices shall be taken successively, until the number is completed; and if any difficulty should arise by two or more having an equal number of voices, the sense of the House shall be taken as to the preference; but it shall be always understood, that no Member who declares himself or divides against the body or substance of the Bill, motion or matter to be committed, upon any

Select Committee, how appointed.

of the Readings thereof, can be nominated to be of a Committee upon such Bill, motion or matter: or the mover may submit the names of the Members to form the Committee, and if not objected to by two Members, the Members so nominated shall compose the Committee.

84.

Members introducing the matter referred, to be one of the Committee.

That every Member who shall introduce a Bill, Petition, or Motion upon any subject, which may be referred to a Committee, shall be one of the Committee without being named by the House.

85.

Quorum of a Special Committee.

That of the number of Members appointed to compose a 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 in all cases, where the number to form such QUORUM shall not be specially fixed by the House.

MESSENGERS.

86.

That the Speaker of this House shall appoint all Messengers; but it shall be always understood, that the Member who moves for the Message shall of right be one of the number of Messengers, and that any Member who shall declare himself, or divide against the said Message, or against the subject thereof, cannot be appointed to be one of the Messengers.

Mode of appointing Messengers.

ORDERS OF THE DAY.

87.

That the Order of the Day shall have preference to any motion before the House.

To have preference to motions.

88.

That all measures standing on the Orders of the Day be taken up according to the precedence they originally held when placed on the Order of the Day Book; and such as are not taken up when called, shall remain

Precedence of Orders of the Day.

Orders not disposed of postponed to next sitting.

in their relative position ; and all such Orders as remain undisposed of at the adjournment of the House, shall be postponed till the next sitting day, without a special motion to that effect.

PRIVILEGES.

89.

Questions of privilege.

That whenever any matter of privilege arises, it shall be immediately taken into consideration.

LIBRARY.

90.

Catalogue of Books.

That a proper Catalogue of the Books belonging to the Library be kept by the Librarians, in whom the custody and responsibility thereof shall be vested ; and who shall be required to report to the House through Mr. Speaker, at the opening of each Session, the actual state of the Library.

Annual Reports.

91.

Admission to the Library during Session.

That no person whatever shall be entitled to admission to the Library during a Session

of Parliament, except the Governor of the Province, the Members of the Executive and Legislative Councils and Legislative Assembly, and the Officers of the two Houses for the time being, and such other persons as may receive a written order of admission from the Speaker of either House.

92.

That during a Session of Parliament, no Books belonging to the Library be permitted to be taken out of the building, except upon receipts given by a Member of either House.

Books not to be taken away during Session without a Member's receipt.

93.

That during the recess of Parliament the Library and Reading Room shall be open every day in each week, Sundays and Holidays excepted, from the hour of ten in the morning until three in the afternoon; and that access to the Library be permitted to persons introduced by a Member of the House, or admitted at the discretion of the Clerk or one of the Librarians, subject to such regulations as may be deemed necessary for the security

Admission to Library and Reading Room during recess.

and preservation of the collection ; but that no one shall be allowed to take any Book out of the Library, except Members of the House.

94.

Newspapers and
Periodicals.

That the Clerk of this House be authorized to subscribe for the Newspapers published in the Province, and such other papers, British and Foreign, as may from time to time be directed by the Speaker, and to import annually the continuation of Periodical Works in the Library.

OFFICERS OF THE HOUSE.

95.

Office hours.

That the hours of attendance of the respective Officers of this House and the Extra Clerks employed during the Session, be from nine in the forenoon until one in the afternoon, and from two until eight o'clock, and from thence until the business of the day be completed ; and that no charges for extra hours be allowed.

96.

That before filling any vacancy in the Offices of this House, enquiry be made touching the necessity of such Office, the amount of salary and emoluments thereunto annexed, and fixing such salary *de novo* at every change.

Enquiry previous to filling any vacancy.

STANDING ORDERS

OF THE

HOUSE.

I. That the Clerk of this House be required to cause to be placed in some conspicuous place within this House, a list of the several Standing and Select Committees, as appointed from time to time.

Lists of Committees.

II. That the ordinary routine of the daily proceedings in this House, in the transaction of business, be as follows:

Routine proceedings.*

Presenting Petitions.

Receiving and reading Petitions.

Referring Petitions.

Presenting Reports (by Standing and Select Committees.)

Motions.

Orders of the Day.

Orders of each day to be prepared.

III. That the Clerk of this House be directed to lay on the Speaker's table, every morning, previous to the meeting of the House, the order of the proceedings for the day; and that a copy of the same be hung up in the lobby, for the information of Members.

Permanent Officers to complete the work.

IV. That it shall be the duty of the Officers of this House (including the Clerk and Clerk Assistant) to complete and finish the work remaining at the close of each Session.

Printing and distribution of Journals.

V. That 1500 copies be printed of the Journals of this House, with the Appendix thereto, after every Session, to be disposed of as follows:

Three copies to each Member.

One copy to each of the Members of the Legislative Council.

Six Copies to His Excellency the Governor Journals.
General.

Three copies in English, and *two* in French,
to the Library of the Legislature.

One copy each, to the Governors, Legislative
Councils, and Assemblies of New Brun-
swick, Nova Scotia, Newfoundland, Prince
Edward's Island, the Island of Jamaica,
and Island of Bermuda; and such other
Legislatures (Provincial or Foreign) as
may be willing to furnish copies of their
own Journals in return.

Two copies to the Colonial Department.

Three copies to the Library of the House of
Commons.

Three copies to the Library of the House of
Lords.

Six copies to the Clerk's Office, for the use
of this House.

One copy to each of the Judges of the Courts
of Chancery, Queen's Bench, Common
Pleas, and District Courts in Upper Canada,
—and to each of the Judges of the Court
of Queen's Bench, Superior Court, District
and Circuit Courts of Lower Canada.

One copy to each incorporated University or College, and to each Law Library in the Province, as the Speaker may direct.

One copy to each Municipal Council in Upper Canada, and pending the establishment of the said Councils in Lower Canada, an equal number to be distributed in the several Townships and Parishes therein under the direction of the Clerk.

Clerk to have control over the Clerks and Servants.

VI. That the Clerk of this House be held responsible for the safe keeping of all the Papers and Records of this House, and have the direction and control over all the Clerks and Servants employed in the Office, subject to such orders as he may, from time to time, receive from Mr. Speaker and the House.

Payment of witnesses.

VII. That the Clerk of this House be authorised to pay out of the Contingent Fund, to witnesses summoned to attend before any Select Committee of the House, the sum of ten shillings per diem, during their attendance, and a reasonable allowance for travelling expenses, upon any certificate or order of the Chairman of the Committee before which

such witnesses have been summoned; but no witness shall be so paid, unless a certificate shall first have been filed with the Chairman of such Committee, by some member thereof, stating that the evidence to be obtained from such witness is, in his opinion, material and important; and no such payment shall be made in any case, without the authority of the Standing Committee as Contingencies, which shall be signified by the endorsement of the Chairman thereof upon the aforesaid certificate: and when any witness shall have been in attendance during three days, if his presence is still further required, recourse shall again be had to the Contingent Committee, and so on every three days; and no witness residing at the Seat of Government shall be paid for his attendance.

VIII. That all Bills and Documents submitted to the consideration of the House, be printed in each of the English and French languages, in equal proportion, unless otherwise directed.

All documents to
be printed in Eng-
lish and French.

No allowances for travelling expenses.

IX. That no allowance will in future be made to any person in the employ of this House, who may not reside at the Seat of Government, for travelling expenses in coming to attend his duties.

Members to present Reports in their places.

X. That members of this House be permitted to make Reports from Standing and Select Committees of which they may be Chairmen, standing in their places, and without proceeding to the Bar of the House.

Sessional Printing.

XI. That no work be paid for at the rate of Sessional Printing which is not delivered to the House during the Session; and that any work not so delivered shall be paid for at the rate allowed for the printing of the Journals and Appendix.

Sessional Printing.

XII. That the contractors for the Sessional Printing shall be entitled to perform such work as is delivered to them during the Session, and that no portion of the work intended to form part of the Appendix shall be so delivered unless it appears to the Clerk of the House that it can be executed during the Session.

XIII. That in case extra copies of any portion of the Appendix which cannot be delivered during the Session, be required, the same shall be furnished by the contractors for the Appendix at their contract price.

Extra copies of documents in Appendix.

XIV. That all Orders of the Day for the third reading of Bills shall take precedence of all other Orders for the same day, except only of such of the said other Orders as may have been given precedence by special order of the House.

Third reading of Bills.

XV. That all documents presented to this House, whether in accordance with Addresses or otherwise, be referred to the Standing Committee on Printing, in order that the said Committee may report from time to time whether in their opinion it is expedient that such documents should be printed in the Appendix to the Journals; and that such Reports should contain an estimate of the cost of printing each document.

All documents referred to the Printing Committee.

XVI. That it shall be the duty of the Clerk to make and cause to be printed, and

Lists of Annual Reports and Statements to be made each Session.

delivered to each Member, at the commencement of every Session of the Legislature, a list of the Reports or other periodical Statements which it is the duty of any Officer or Department of the Government, or any Bank or other Corporate Body, to make to the Legislative Assembly, referring to the Act or Resolution, and page of the volume of the Laws or Journals in which it may be contained; and placing under the name of each Officer or Corporation a List of Reports or Returns required of him or it to be made, and the time when the Report or periodical Statement may be expected.

Form and size of
Printed Journals.

XVII. That in future, the Journals and Appendices, as also Sessional Papers (Bills excepted,) be printed in Royal Octavo form, of the size of the Report on Trade and Navigation for 1851, with new small pica type, without marginal notes, and with but two blank lines between the page heading and reading matter. The Yeas and Nays in the Journals to be in long primer, in four columns.

XVIII. That no Bill be introduced into the House, either in blank or only in part completed.

No Bills to be presented in blank.

XIX. That all Letters, Correspondence, and Papers, forwarded by Members, and chargeable against the Contingencies of the House, do pass through the office thereof.

Postage of Members.

XX. That the Clerk shall not engage nor put on pay, at the outset of a Session, any more extra writers than may be necessary for the time being, taking on others as the increase of business may require.

Employment of extra writers.

XXI. That all Petitions for Private or Local Bills, which may from time to time be received by the House, be taken into consideration (without a special reference) by the Committee on Standing Orders, (or such other Committee as may be appointed for the purpose,) who shall report in each case whether the provisions of the 62nd and 63rd Rules, with regard to the publication of notice, have been complied with.

Petitions for Private Bills to be reported on by Committee on Standing Orders.

Reception of printed petitions.

XXII. That this House will not, in future, refuse to receive Petitions on account of the same being printed, provided there are at least three genuine signatures upon the same printed sheet.

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