

MINISTERS

Appointment

I—POSITION

1. Ministers are appointed on the recommendation of the Prime Minister approved by the Governor General.
2. The Prime Minister informs the Governor General informally of the intended recommendation before presenting the instrument of advice*.
3. According to convention a minister is normally a member of Parliament or a senator. He can however be appointed and act while not in Parliament provided he can get elected to the Commons or becomes a senator.
4. Statutes establishing departments provide that the appointment of the minister shall be by commission* under the Great Seal. This is not the case however for the Secretary of State for External Affairs, the President of the Privy Council or ministers without portfolio, however in the interest of uniformity the instrument of advice states that they too, shall be issued with commissions.
5. The same procedure for appointment is followed when ministers are transferred to other portfolios.
6. On the formation of a new Government the Prime Minister recommends for the Governor General's approval those ministers who will retain the portfolios they held in the old Government but these ministers are not issued with new commissions nor re-sworn.
7. A minister must be sworn as a Privy Councillor and to office before he can discharge his responsibilities. The Prime Minister is normally present.
8. The Prime Minister reports* the appointment of new ministers to Parliament on the first opportunity. A press release* is issued when the appointment is made. Notice* of the appointment of ministers appears in *The Canada Gazette*.

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II—BACKGROUND

1. The requirement that the Governor General approve the appointment of ministers selected by the Prime Minister to form his Government, and the practice of prior consultation are based on convention rather than statute. This undoubtedly evolved from the Sovereign's original control in the naming of Privy Councillors to advise him. Another reason entitling the Governor General to be consulted in advance and to approve ministerial appointments is that the composition of the Government could affect the Prime Minister's parliamentary support. However, the essential point is that the appointment of ministers is a prerogative right of the Crown and as such requires the Crown's approval. Although advance consultation is a courtesy which cannot be insisted on by the Governor General the practice has generally been followed by Prime Ministers.
2. Recommendations for ministerial appointments were formerly submitted in the form of orders in council. The selection of ministers is a prerogative of the Prime Minister and the recommendations should be from him and not as from Council. It is not the practice for Prime Ministers to discuss ministerial appointments in Cabinet.
3. There is no legal requirement that a minister must be in Parliament but the practice is firm that an appointee from outside Parliament, or a minister who loses his seat in an election, must be able to get elected to the Commons or be appointed to the Senate if he is to remain in office. Meanwhile he may exercise the functions of minister. In the period when ministers, including the Prime Minister, had to resign from the Commons to stand for re-election on first appointment, they continued to be ministers although not in Parliament. Similarly ministers retain their positions on the dissolution of Parliament. In 1944-45 the Minister of National Defence held office for over 10 months without being an M.P. or a senator. General McNaughton was appointed on 2 November, 1944 and before standing in a by-election appeared three times, with permission, on the floor of the House to present reports. He was defeated in February 1945 and again in the general election in June 1945 and resigned on 21 August when Mr. King started to reform his Government before Parliament reconvened. There have been instances of a Prime Minister remaining in office after losing his seat in an election. Mackenzie King was personally defeated in the general election of October 1925 and remained the head of the Government which met Parliament in January 1926. After the first vote of confidence he arranged to stand at a by-election which he won on 15 February. He also remained Prime Minister after personal defeat in the general election of June 1945. He won a by-election in August before Parliament met.

4. An appointment as Privy Councillor must precede an appointment to ministerial office although the recommendation for both may appear in the same instrument of advice*. When this happens the administration of the oath of allegiance and the Privy Council oath precedes that of the ministerial oath*.
5. The position in regard to the operative document in the appointment of a minister has evolved over the years. Statutes establishing departments normally provide that the minister shall be appointed by commission*. In the case of two ministers, the Secretary of State for External Affairs and the President of the Privy Council, there is no such requirement nor is there for ministers without portfolio. However, in the interest of uniformity, the wording of the instrument of advice* recommending ministerial appointments now calls for every appointment to be made by commission. Until 1966 the appointment of the Solicitor General was, exceptionally, required to be by order in council. The law was then amended to specify that the Solicitor General shall be appointed by commission.
6. The practice in Canada, as in England, is that ministers who retain the same portfolios in a new Government are not reappointed nor re-sworn. The Governor General must nevertheless approve their continuing in office so their names are submitted for his approval with those who are to be appointed to new portfolios. In 1948 this was done by submitting a list of the entire ministry, then separate documents to cover the new appointments. In 1968 the names of those continuing in office as well as those being appointed were included in one instrument of advice*.
7. On only one instance have ministers who retained their portfolios in a new Government been reappointed and re-sworn. This was in 1920 on the formation of the first Meighen Government and has not been followed as a precedent.
8. The practice of reporting new ministerial appointments to Parliament is not mandatory when a redistribution of portfolios amongst existing ministers does not involve additions or departures. Nevertheless the Prime Minister may choose to inform* Parliament of the new distribution of responsibilities. According to an opinion given by Beauchesne in 1940 "As long as Ministers remain in the Cabinet, they are jointly responsible for the Government's policies, no matter what Departments they administer; and shifts in the personnel which do not involve resignations from the Cabinet or the admission of outsiders seem to be matters of detail or convenience... It seems therefore that the Prime Minister is not bound to give ministerial explanations with respect to these changes".¹

¹ From memorandum by Arthur Beauchesne, Clerk of the House of Commons, to W. L. Mackenzie King, Prime Minister, dated January 15, 1940, on P.C.O. file C-20.

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III—PROCEDURE

1. The Prime Minister personally informs the Governor General of the recommendations he intends to make regarding the appointment of ministers. This is done for a redistribution of portfolios as well as for new appointments.
2. The Prime Minister signs an instrument of advice* recommending the appointment. It specifies that the appointment shall be by commission*.
3. The Prime Minister consults the Governor General on a proposed appointment and obtains his informal approval. The time for the oath ceremony* is also fixed. The Privy Council Office then notify the new minister when the ceremony will be or confirm the arrangement if the Prime Minister has already advised the appointee, and make other preparations for the Government House ceremony. On the appointed day the Governor General approves the instrument of advice recommending the appointment as minister and this is immediately followed by the administration of the ministerial oath*. If the minister being appointed is not already a Privy Councillor the recommendation for appointment as minister is preceded, in the same instrument of advice*, by a recommendation for a summons to the Privy Council. In this case the oath of allegiance, the Privy Council oath and the ministerial oath are administered in that order after the approval of the instrument of advice by the Governor General.
4. In exceptional circumstances the instrument of advice recommending the ministerial appointment may be approved by the Governor General some time before the oath of office is administered. However this is not normal practice and, although there is no statutory requirement for the ministerial oath, it is recognized that a minister should not act unless he has subscribed to his oath of office.
5. There have been instances when appointments of ministers have been made effective for a subsequent date. The oaths, including that of a Privy Councillor if it applies, would be administered on the date the appointment becomes effective.
6. The Prime Minister makes an announcement* in Parliament in every case where a new minister has joined the Government or where a minister has left the Cabinet. In other cases of redistribution of portfolios the Prime Minister makes an announcement in Parliament if he thinks it desirable. The Prime Minister also usually issues a press release*.
7. When a minister joins the Government the Prime Minister signs the bible on which he took his oath of office. This is also signed by the Governor General and by the Clerk of the Privy Council who sends* it to the minister

as a memento. The bible is in the language of the minister, and in accordance with his religious denomination.

8. The commission* of appointment is prepared by the Registrar General who sees to its signature. It bears the date the instrument of advice was approved. The original is sent to the minister after being microfilmed.
9. The Privy Council Office send the minister a copy of the approved instrument of advice recommending his appointment. A copy is also sent to the Comptroller of the Treasury in order that ministerial salary and allowances may be paid.
10. The Office of the Registrar General arrange for notice* of the appointment to appear in *The Canada Gazette*.

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Appointment

IV—CEREMONIAL

1. New ministers who are not Privy Councillors are sworn to the Privy Council and to office at the same ceremony* which normally takes place at Government House.
2. The Prime Minister normally attends and it is not customary for ministers or officials other than those participating to attend. The Clerk of the Privy Council officiates and the Deputy Registrar General attends with the Great Seal if a Registrar General is being installed.
3. The order of ceremonial* for a typical induction of a minister is in the appendices.

MINISTERS

Appointment

APPENDICES

Instrument of advice for appointment as a Privy Councillor and a minister

Instrument of advice for appointment as a minister when appointee is already a Privy Councillor

Commission of appointment as a minister

Sample ministerial oath

Announcement made in House of Commons regarding appointment of minister

Press release regarding appointment of minister

Notice in *The Canada Gazette* regarding appointment of minister

Letter from Clerk of Privy Council to new minister forwarding inscribed bible on which ministerial oath was taken

Instrument of advice for appointment of new ministers and including ministers continuing in office from previous Government submitted to Governor General for approval (1968)

Description of swearing-in ceremony for new minister

MINISTERS

Resignation and Dismissal

I—POSITION

1. The resignation of ministers in whatever circumstances is subject to the approval of the Governor General on the advice of the Prime Minister. In the case of the resignation or death of the Prime Minister, the resignation of ministers and its acceptance by the Governor General are implicit.
2. When a minister resigns for personal reasons, because of defeat in elections or by request of the Prime Minister, he should inform the Prime Minister of his intention and request that his resignation be sent to the Governor General for approval.
3. The recommendation of the Prime Minister regarding the acceptance or refusal of the resignation should be submitted to the Governor General by instrument of advice* together with the minister's letter of resignation*.
4. The resignation of a minister can also be brought about by the acceptance by the Governor General of a recommendation by the Prime Minister that a replacement be appointed or that the minister be declared to be no longer a member of the Government.
5. An announcement* of a resignation, for whatever cause, is made by the Prime Minister, in the House if Parliament is in session, and the letters exchanged on resignation are usually made public.
6. A minister who resigns normally has the opportunity to explain his decision in Parliament. Because of his Privy Councillor's oath and the collective responsibility of Cabinet ministers for advice to the Crown, the permission of the Governor General should be obtained through the Prime Minister* before matters discussed in Cabinet are disclosed. This applies equally to explanations or announcements the Prime Minister may make in the House or elsewhere.
7. Ministers who resign individually are not normally received by the Governor General to take their leave. In the case of a retiring Registrar General it would be correct for him to call upon the Governor General to return the Great Seal which was given into his custody on taking office.

MINISTERS

Resignation and Dismissal

II—BACKGROUND

1. Although the constitutional position clearly requires the Governor General's approval of a recommendation from the Prime Minister before a minister's resignation is effective, this has on occasion been overlooked and ministers have purported to resign by public declaration or by letter addressed to the Governor General or to the Prime Minister. In support of the constitutional requirement Lord Aberdeen declined to accept resignations sent direct to him in 1896 and insisted that they go to the Prime Minister whose recommendation he required before he would act.
2. When the Government resigns ministers are not required to resign individually in writing or otherwise. The Prime Minister's resignation includes theirs.
3. A minister defeated in an election need not resign if he intends to seek another seat, since membership in Parliament is a conventional not a legal qualification. General McNaughton was appointed Minister of National Defence in November 1944 and remained minister after having failed to win a seat at a by-election in February 1945. He only resigned when defeated a second time in the general election in June 1945.
4. The advice of the Prime Minister may be oral but for the purpose of record it is convenient to embody it in a written instrument* submitted for the Governor General's approval.
5. A minister holds office during pleasure, so action by a minister is not necessary for the termination of his appointment. The Prime Minister has authority to recommend a minister's replacement or removal without regard to the minister's views. Nevertheless political considerations usually make it desirable to obtain a letter* of resignation. On one occasion, however, when a minister (Tarte) had made public statements at variance with Government policy the Prime Minister (Laurier) was at some pains to claim the initiative in the minister's removal.
6. There has been no consistency in the procedure for recommending, approving and recording the resignation of ministers. Until 1888 no special document was used. Then an order in council was first employed for recommending the acceptance of the resignation and continued to be used from time to time until 1930 when the practice became fairly regular until 1949. After 1949 a document became the exception. However, in 1959 the instrument of advice came into general use for this purpose although there were still exceptions where no document was used.
7. Changes in the Government are traditionally announced* or reported to Parliament. If they have arisen because of differences of view on policy,

explanations are usually given. The Prime Minister has the responsibility of recommending* to the Governor General whether the retiring minister may be absolved from his Privy Councillor's oath in order to explain his position and the extent to which he may refer to Cabinet discussion without endangering the public interest. In practice considerable latitude has been accorded or claimed and it has been difficult to enforce strict adherence to the rules. For example, statements in Parliament at the time of Mr. Ralston's resignation as Minister of National Defence over conscription brought out more than would otherwise have been revealed since it was judged that efforts to limit the information which could be disclosed would be ineffective as the minister had already issued a public statement.

8. When a Government resigns or is dissolved the Governor General traditionally receives the ministers together. It has not been the custom in Canada for individual ministers to be received to take leave on resignation. This should be reviewed. An exception to the existing arrangements should in any event be made in the case of the Registrar General into whose care the Great Seal has been formally and personally placed. The ministerial responsibility for custody of the Great Seal on behalf of the Governor General appears to have been treated casually in some instances but its legal and historical significance should be recognized by having a retiring Registrar General personally return the Seal to the Governor General from whom he received it.

MINISTERS

Resignation and Dismissal

III—PROCEDURE

1. A minister's intention to resign should be communicated to the Prime Minister, usually in writing*, with the request that the resignation be submitted to the Governor General for approval.
2. The Prime Minister's advice to the Governor General regarding the resignation should be submitted by instrument of advice* although it can be given orally. A photostat copy of the letter of resignation or, where it was addressed to the Governor General but sent to the Prime Minister, the original letter should accompany the advice. The recommendation should include the effective date of the resignation.
3. The Prime Minister should write* to the Governor General to seek his permission to disclose privileged correspondence and Cabinet discussion to the extent he considers desirable in the public interest in any public explanation of the resignation by him or the former minister.
4. The Prime Minister's Office issues a press release* regarding the ministerial resignation. This should make it clear that the resignation is accepted or approved by the Governor General on the recommendation of the Prime Minister.

MINISTERS

Resignation and Dismissal

IV—CEREMONIAL

1. When the Government is resigning the Governor General receives the ministers who are leaving office together at Government House. Arrangements are made by Government House. In the case of individual ministerial resignations it is not the custom for the resigning minister to be received by the Governor General.
2. Upon resignation the Registrar General should personally return the Great Seal of Canada to the Governor General.

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Resignation and Dismissal

APPENDICES

Draft letter of resignation from minister to Prime Minister

Reply of Prime Minister to letter of resignation from minister

Instrument of advice recommending acceptance of ministerial resignation

Announcement made in House of Commons regarding ministerial resignation

Press release regarding ministerial resignation

Letter from Prime Minister to Governor General asking permission for disclosure of privileged correspondence and Cabinet discussions for explanation of ministerial resignation

Governor General's reply to above letter

MINISTERS

Death

I—POSITION

1. When a minister dies the Clerk of the Privy Council should see that the Prime Minister is informed immediately. The Governor General will also be informed through his Secretary. Government House will in turn advise the Queen.
2. The Clerk will assure that the prescribed arrangements regarding flying the flag at half-mast, which are the responsibility of the Department of Public Works, are implemented.
3. The Prime Minister will convey his condolences to the minister's family by calling personally or sending messages as appropriate.
4. The Prime Minister will make an announcement* immediately in Parliament if the House is in session, otherwise by press release*.
5. A State funeral will be proposed and, if the family accept, arrangements will be put into the hands of the Secretary of State.
6. If the family decline to have a State funeral, modified official participation can be worked out. The Prime Minister should place this in the hands of the Secretary of State.
7. The Prime Minister will take an interest in arranging ministerial and parliamentary attendance at the funeral having regard to its location. The Governor General should be represented.
8. If the funeral is held at a distance from Ottawa, or under circumstances that make adequate ministerial and parliamentary participation impossible, a memorial service may be held in the capital, particularly if Parliament is in session. The Prime Minister should ask the Secretary of State to make the arrangements.
9. The appointments of acting ministers are now valid when the portfolio becomes vacant and the designated minister will take over from the deceased minister without oath or other formality.
10. The deceased minister's appointments to Boards, Committees or Commissions should be reviewed to determine where immediate action to appoint replacements may be necessary.
11. The delegations of authority made by the deceased minister to members of his department remain valid.
12. The deceased minister's personal staff appointments lapse 30 days after his death.

MINISTERS

Death

II—BACKGROUND

1. The regulations for flying the flag at half-mast are contained in regulations promulgated by the Secretary of State in 1965 and no special decision is necessary when a minister dies.
2. It is recognized that a minister who dies in office is entitled to a State funeral which is proposed to his family. If they accept the offer the Government bears the expenses for the funeral. If the family do not want a State funeral the Government should meet the expenses involved in another form of official participation and assist in the arrangements. In the past the Secretary of State has only been responsible if a State funeral is held, but there would be advantage in having the Secretary of State organize Government participation whatever its extent.
3. Since the deceased minister held office under a commission issued by the Governor General and as such was, in constitutional terms, directly responsible to him as a Minister of the Crown, the Governor General or a representative attends the funeral or memorial service. The Prime Minister also attends or arranges to be represented.
4. As the deceased minister's personal staff appointments lapse 30 days after his death a list should be prepared showing the position and date of appointment of members of his staff so that reassignment according to the *Public Service Employment Act* may be applied.

MINISTERS

Death

III—PROCEDURE

1. The Clerk of the Privy Council will immediately inform the Prime Minister of the death of a minister and insure with the Department of Public Works that flags are being half-masted. The Secretary to the Governor General should also be informed.
2. The Prime Minister will convey his condolences to the deceased minister's family and announce* the death in Parliament if in session. Messages and a press release* are prepared as required.
3. A State funeral will be proposed to the late minister's family. If it is declined a decision will be made on another form of Government participation in the funeral. If circumstances make it desirable a memorial service may be held in Ottawa. In all cases the Prime Minister should ask the Secretary of State to handle the arrangements.
4. The Prime Minister arranges to be represented if he cannot attend the funeral or memorial service. The Prime Minister will also insure that his wishes are met regarding official attendance at the ceremony.
5. The acting minister appointed under the standing order in council will assume the deceased minister's departmental and other responsibilities until a new minister is appointed. The deceased minister's appointments to committees and other Government bodies will be reviewed.
6. A list of the late minister's personal staff will be prepared for purposes of reassignment.

MINISTERS

Death

IV—CEREMONIAL

1. The arrangements for the State funeral of a minister who dies in office are described in the appendices for the section on *Funerals and Memorial Services*.

MINISTERS

Death

APPENDICES

Announcement made in House of Commons regarding death of minister

Press release regarding death of minister

MINISTERS

Responsibilities

I—POSITION

1. A minister has the responsibility to give open support to the Prime Minister on whom he is dependent for his appointment and his continuation in office.
2. A minister cannot remain in office against the wishes of the Prime Minister who may ask for his resignation, dismiss him or replace him by appointing someone else to his portfolio.
3. On a change in Government a minister's tenure of office ends with the resignation of the Prime Minister but he remains responsible for the administration of his department until a new Government takes over.
4. If a Prime Minister is replaced by a member of his own party the resignations of all ministers are regarded as being at the disposal of the new Prime Minister.
5. A minister is responsible for advising the Prime Minister on appointments the Prime Minister will recommend in the minister's department or in agencies under his jurisdiction.
6. It is a minister's responsibility to assure that the Prime Minister is informed of matters within the minister's department which have implications for the Government as a whole.
7. A minister's responsibilities to Cabinet are based on the principle of Cabinet solidarity and his oath of secrecy. As a consequence he must give public support to all Cabinet decisions and must not reveal differences of view which may have been expressed in Cabinet.
8. A minister shares in the collective responsibility for Government policy which he must support or leave the Government.
9. He is required to attend Cabinet meetings and to serve on committees and to act for one or more other ministers in their absence.
10. He is responsible for keeping the Cabinet informed of all developments in his department which would be of concern to other departments or the Government.
11. In addition to his departmental responsibilities he advises the Cabinet on matters affecting the sector of the electorate which he represents as a Cabinet minister.
12. In Parliament a minister is responsible for defending the policies and actions of his department. In so doing he must take responsibility for the actions of his officials unless they have been guilty of insubordination.

13. A minister must defend his department's Estimates in Parliament and is responsible before Parliament for legislation arising within the jurisdiction of his portfolio.
14. A minister is responsible for the policies and the operation of his department subject to the terms of the pertinent statutes.
15. A minister's identification with the Government is absolute and inalienable as long as he remains a member of the Administration. He may be called upon to represent the Government at conferences and public functions.
16. No conflict should exist or appear to exist between a minister's private interests and his public duties. Upon appointment to ministerial office he is therefore expected to arrange his private business in a manner that will prevent conflicts of interests from arising. This may mean the abandonment of certain company directorships.
17. A minister retains his responsibilities as a member of Parliament, in particular with regard to his constituents.

MINISTERS

Minister without Portfolio

I—POSITION

1. Ministers without portfolio are members of the Government who have no predetermined responsibilities and in particular are not responsible for a department.
2. Their number and the functions assigned to them are at the Prime Minister's discretion.
3. Their general responsibilities and their rights and privileges are the same as those of other ministers with whom they take precedence according to the order in which they are sworn to the Privy Council.
4. Ministers without portfolio have been appointed Acting Prime Minister, and acting ministers, and as such have presented departmental Estimates in the House of Commons. They have been in the House of Commons and the Senate.
5. The expression "Member of the Administration" which had been introduced in 1953 as an alternative to the title "Minister without Portfolio", has now been discontinued in favour of the original title.

MINISTERS

Minister without Portfolio

II—BACKGROUND

1. From Confederation until 1930 ministers without portfolio were not regular members of the Government. They were sworn as Privy Councillors and attended Cabinet on the invitation of the Prime Minister.
2. In 1926 Senator Dandurand who was a Privy Councillor and Leader of the Government in the Senate joined the Government as a minister without portfolio. To make this intention clear the order in council* recommended that he be appointed to "be a member of the Administration as Minister of State without Portfolio".¹ Since then ministers without portfolio have always been regular members of Cabinet.
3. The phrase "Member of the Administration", descriptive of this intention, was used as a title as well as in the instrument* of appointment, the commission* and the oath* of office instead of the traditional title "Minister without Portfolio" during the period 1953-1967. It was found, however, that the new description was pleonastic since all ministers are of course members of the Administration. In 1968 it was therefore decided to return to the traditional "Minister without Portfolio" title as a description of the office and to re-introduce it in the related documents. Except for the short period mentioned above this title has been consistently used in Canada since 1867.
4. Ministers without portfolio are ministers of the Crown and are paid as such under a title "Minister without Portfolio" in the Privy Council Estimates.

¹ See order in council P.C. 1451 of 25 September, 1926.

MINISTERS

Minister without Portfolio

APPENDICES

Instrument of advice for appointment as a Privy Councillor and a minister without portfolio

Oath of office as minister without portfolio

Order in council for appointment of Senator Dandurand as minister without portfolio (1926)

MINISTERS

Minister in Senate

I—POSITION

1. The constitutional convention that Cabinet ministers must be in Parliament is met by membership in the Senate*. However it is now regarded as politically unsatisfactory for ministers in charge of departments not to be in the House of Commons.
2. The practice since 1935 has been for senators in the Cabinet to be ministers without portfolio and Leaders of the Government in the Senate. With one short-lived exception none has been named to head a department.

MINISTERS

Minister in Senate

II—BACKGROUND

1. Senators have been members of every ministry since Confederation with the exception of Meighen's Government in 1926. Two senators have been Prime Minister and several have been heads of departments. One, a minister without portfolio, was Acting Prime Minister for a period in 1935, while Parliament was in recess.
2. Since 1935 no senator has been in charge of a department except for a two-month period in 1963 while Parliament was dissolved when a senator was Minister of Trade and Commerce.
3. On several occasions in the last century ministers resigned from the Senate and ran for election to the Commons but the resignations were motivated by electoral considerations rather than by any idea of incompatibility between membership in the Senate and ministerial responsibility.

MINISTERS

Minister in Senate

APPENDICES

List of ministers (including Prime Minister) in Senate since 1867

MINISTERS

Associate Minister

I—POSITION

1. The technique of appointing an associate minister, of full Cabinet rank, to share the responsibilities for a department has only been used in the Department of National Defence.
2. The *National Defence Act* provides for the appointment* of an associate minister with duties as assigned by order in council*.
3. The associate minister has full Cabinet rank and takes precedence according to his seniority as a Privy Councillor.
4. The associate minister assumes the responsibilities of the minister in the event of his absence or incapacity without being appointed acting minister.

MINISTERS

Associate Minister

II—BACKGROUND

1. Following the amalgamation of the three Defence departments after the end of the War, it was found desirable to appoint another minister to share the administrative responsibilities, even during peacetime. Statutory authority for the appointment of an Associate Minister of National Defence was retained in the amendments to the *National Defence Act* authorized in the 1967 *Canadian Forces Reorganization Act* which did away with the former provision for the appointment of three additional ministers in an emergency.
2. The Associate Minister is not an alternate or deputy to the minister. He is directly responsible for the duties assigned to him by order in council*.
3. No Associate Minister has been appointed since the 1967 amendment to the *National Defence Act*. Should this be done it is for study whether a new order in council assigning duties to the Associate Minister should also be passed.

MINISTERS

Associate Minister

III—PROCEDURE

1. The procedures for the appointment* and swearing-in of an Associate Minister of National Defence are the same as for other ministers.

MINISTERS

Associate Minister

IV—CEREMONIAL

1. The swearing-in ceremony for an Associate Minister of National Defence is that followed for other ministers.

MINISTERS

Associate Minister

APPENDICES

Instrument of advice for appointment of Associate Minister of National Defence
Order in council assigning duties and functions to Associate Minister of National Defence (1953)

MINISTERS

Acting Minister

I—POSITION

1. An acting minister is appointed when a minister is absent from Ottawa or temporarily unable to carry out his duties, or when a portfolio becomes vacant. An acting minister may also be appointed when the Prime Minister for any reason does not wish to name a minister to a vacant portfolio.
2. Any Privy Councillor, who is a member of the Cabinet, may be appointed an acting minister. The appointment is made by order in council*.
3. An acting minister can exercise all the powers conferred on the minister as such.
4. Acting ministers are now appointed on a continuing basis by a standing order in council* to take over on any occasion when a minister is absent or incapacitated or when the office is vacant. The order usually provides for an alternative acting minister to act if the first named acting minister is absent from Ottawa or cannot act.
5. When the Prime Minister decides not to appoint a minister to a certain portfolio he may appoint an acting minister by special order in council.
6. A minister without portfolio may be appointed an acting minister.
7. An acting minister does not take an oath of office as such and takes over his duties without formality.
8. No allowances are paid in respect of duties performed as an acting minister.
9. An acting minister relinquishes his functions without formality when the minister resumes his duties.

MINISTERS

Acting Minister

II—BACKGROUND

1. Acting ministers are now normally appointed from within the Cabinet to take over the duties of ministers who are temporarily absent from Ottawa or who are incapacitated.
2. A single order* is now passed from time to time listing all ministers and those who will act for them usually with an alternative. The order remains in force until replaced by a later order. It covers vacancy as well as absence and incapacity.
3. Acting ministers are also sometimes named specifically to take over a vacant portfolio either on the formation of a Government or at some later date when the Prime Minister chooses not to appoint a minister.
4. Ministers without portfolio have frequently been named acting ministers and there is no limitation on their authority.
5. The allowance paid to a minister without portfolio is not increased when he is an acting minister.
6. In keeping with the contemporary practice of having ministers in charge of departments in the House of Commons, it is for consideration whether ministers without portfolio in the Senate should continue to be appointed acting ministers.
7. The second Meighen Administration provided an example of government by acting ministers. In order to avoid the requirement then in effect that ministers must resign from Parliament and seek re-election on appointment to the Cabinet, Meighen appointed only acting ministers*, other than himself, until after Parliament was dissolved.

MINISTERS

Acting Ministers

III—PROCEDURE

1. The Prime Minister decides on a list of acting ministers and alternatives. The list is revised from time to time as Cabinet changes makes it desirable and incorporated in an order in council*.

MINISTERS

Acting Minister

APPENDICES

Order in council appointing list of acting ministers and alternatives on a continuing basis

Order in council making a single appointment as acting minister

Composition of Meighen's "Acting Ministry" (1926)

MINISTERS

Parliamentary Secretaries

I—POSITION

1. The position of Parliamentary Secretary is regulated by the *Parliamentary Secretaries Act*.
2. Parliamentary Secretaries are appointed* by the Governor in Council on the recommendation of the Prime Minister for a period not exceeding 12 months. They must be members of the House of Commons and are eligible for appointment when their writ of election has been gazetted. They may be reappointed and they cease to hold office when they cease to be members of Parliament.
3. Their number is limited to 16 and their salary is \$4,000 a year. A minister may have more than one Parliamentary Secretary and a Parliamentary Secretary may be appointed to more than one department.
4. Parliamentary Secretaries are not members of the Cabinet and are not sworn into office or issued with commissions.
5. The resignation of a Parliamentary Secretary is normally submitted by letter and is accepted by order in council*.

MINISTERS

Parliamentary Secretaries

II—BACKGROUND

1. The position of Parliamentary Secretary has gone through several vicissitudes since the first such appointment was made in 1916.
2. Parliamentary Secretaries were first appointed during World War I when their positions were established by order in council*. These were to last until the termination of the session in which the War ended. Five appointments in all were made before the authority lapsed in July 1920.
3. In 1921 Mr. King appointed an M.P. to be Parliamentary Under Secretary for External Affairs on a voluntary basis as there was no statutory provision for a salary. He told the House that the appointment was made in "an informal way"¹ and that his Cabinet colleagues had not chosen to follow his example by making similar appointments probably because they carried no salary.
4. Nothing further developed until Mr. King started to appoint Parliamentary Assistants in 1943. They were appointed by order in council but took no oath and received no commission. A salary of \$4,000 a year was paid from the annual vote in the House of Commons Estimates. They were members of the House and their appointments terminated on dissolution. They were eligible for reappointment. Twenty-six appointments were made up to 1948 and 52 during the period 1948-1958.
5. In 1959 the *Parliamentary Secretaries Act* was passed to regulate the appointments on the present basis, and the original title was restored. For the first time a limit was set on the total number and on the term of office.
6. From 1916 to 1920 Parliamentary Secretaries were described as being "of the Ministry but not of the Cabinet".² This arose from the responsibility conferred on them by order in council to represent their minister, and to administer the department, under certain conditions, and amounted, virtually to a two-tier Administration on the United Kingdom pattern. From 1943 there has been no suggestion that Parliamentary Secretaries are "of the Ministry". The function of a Parliamentary Secretary relates purely to the minister whom he has been appointed to assist, not to the ministry as such. Parliamentary Secretaries are given no special precedence.
7. In 1966 arrangements were made on a trial basis for Parliamentary Secretaries to be permitted to attend Cabinet committees by invitation under limited and specified conditions. These arrangements however were short-lived and did not acquire any sanction of practice.

¹ *Can. H. of C. Debates*, April 20, 1943, p. 2343.

² *Guide to Canadian Ministries Since Confederation* (Ottawa, 1957), p. 34, footnote (38).

8. Parliamentary Secretaries are not in the Cabinet and they have been given no special precedence. They are not bound by the principle of Cabinet solidarity.
9. There have been several occasions when the extent to which Parliamentary Secretaries are affected by the concept of Cabinet solidarity has arisen in Parliament. In 1944 at the time of the conscription debate Mr. King expressed doubts that the Parliamentary Secretary to the Minister of National Defence need resign when his minister did. He also expressed the view that a Parliamentary Secretary need not resign in order to present an amendment to a motion on Government policy. In 1959 the then Prime Minister took the definite stand without qualification that Parliamentary Secretaries were not junior ministers, and were not bound by the doctrine of collective responsibility. On the other hand misgivings have been expressed in Parliament about Parliamentary Secretaries making statements on Government policy outside the House, or performing certain functions in the House usually reserved to ministers, since they might infringe the principle of Cabinet solidarity by which they are not bound but by which they might appear to be bound in some sense. It emerges that although Parliamentary Secretaries are outside the scope of the constitutional rules which regulate the behaviour of ministers, it is recognized that it would be difficult for a Parliamentary Secretary to continue to be effective if the basis of confidence which underlies his selection and his relationship with his minister were damaged by the adoption of a different position on departmental or governmental policy.
10. The duties of a Parliamentary Secretary depend in large part on the wishes of the minister to whom he is appointed. His functions are essentially parliamentary and he frequently replies to questions. There has, however, been criticism on occasions when Parliamentary Secretaries have made statements of Government policy or become too closely involved in performing functions which are normally reserved for members of the Government.
11. Parliamentary Secretaries have frequently been reappointed to the same or another minister. There have been cases of three and one of four terms. The appointments are to the minister by function not by name and are not affected by changes in portfolio. In one instance a Parliamentary Secretary was appointed to a minister without portfolio, this time by name as there were two ministers without portfolio in the Cabinet.
12. Parliamentary Secretaries may be, but are not necessarily, apprentice ministers. In recent years new ministers brought into the Government after its initial formation have in many cases been selected from amongst Parliamentary Secretaries but there have also been many exceptions in which ministers have been appointed quite apart from the group of Parliamentary Secretaries. A Prime Minister retains complete freedom to recommend whomever he pleases for a Cabinet appointment, although precedent gives some ground for expectations that Parliamentary Secretaries may get priority consideration.

13. When a Parliamentary Secretary resigns during his term of office, to be appointed to the Cabinet, or as a Parliamentary Secretary to another minister or to leave office, his resignation is accepted by order in council*. A letter of resignation is customary in the last case but is not in either of the first two cases.
14. If a Parliamentary Secretary resigns his seat in Parliament or is expelled no separate action is necessary to terminate his appointment as Parliamentary Secretary. The order in council* appointing his successor would record the cause of the vacancy.
15. The *Parliamentary Secretaries Act* does not provide for removal. A Parliamentary Secretary could however be divested of his office before the expiry of its term by an order in council or by his own resignation.

MINISTERS

Parliamentary Secretaries

III—PROCEDURE

1. Before the opening of a new Parliament, or before the expiry of the term of office of existing Parliamentary Secretaries, the Prime Minister prepares a list, in consultation with the ministers concerned, of Parliamentary Secretaries for the next 12 months. His recommendation is put before Council and the appointments become effective on approval of the order in council* by the Governor General.

MINISTERS

Parliamentary Secretaries

APPENDICES

Order in council appointing list of Parliamentary Secretaries

Order in council appointing a Parliamentary Secretary in the place of one whose resignation is accepted.

Order in council accepting resignation as Parliamentary Secretary

Order in Council regarding Parliamentary Secretary to Minister of Militia and Defence (1916)

MINISTERS

Deputy Minister

I—POSITION

1. A deputy minister is a senior official of the Public Service. He is responsible for the operation of a department of which he is the administrative head. He has an important function in the formulation of policy. Because of the continuing nature of his appointment a deputy minister provides an element of continuity at the time of a change of ministers or Governments.
2. The position of deputy minister is established by statute. Two departments, National Health and Welfare, and National Revenue, have two deputy ministers.
3. There is also provision for the appointment of associate deputy ministers in some departments. The associate is given the rank and status of a deputy minister but being under the direction of the deputy minister he is subordinate to him.
4. Deputy ministers and associate deputy ministers are appointed by order in council* on the recommendation of the Prime Minister. Commissions* are subsequently issued.
5. Appointments are at pleasure without term. Deputy ministers are subject to compulsory retirement at 65 but the Prime Minister may approve an extension.
6. There is no record of a deputy minister being dismissed. A decision to terminate an appointment could be implemented by order in council.
7. Deputy ministers have resigned. This is done by letter to the Prime Minister. The order in council* appointing the successor normally includes formal acceptance of the previous incumbent's resignation.
8. The salaries of deputy ministers are set by order in council and are customarily stated in the appointing order*.
9. Acting deputy ministers are designated in writing* by the responsible minister without formality. This can be done when the post is vacant.

MINISTERS

Deputy Minister

II—BACKGROUND

1. Statutes have little to say about the functions of deputy ministers and their relationship to ministers. The general responsibility of deputy ministers for the operation of the department is understood and a few departmental statutes make some specific allocation of functions. The result is that while the distinction between responsibility of a public servant and that of his minister may be reasonably clear there is no statutory distribution of functions between them. The pattern will vary greatly according to the nature of the department and the relationship between the individuals. In the last analysis the minister must take responsibility for the actions of his deputy, and while his pre-eminence is clear the working relationship is in essence a partnership.
2. The Prime Minister's prerogative to recommend appointees for the positions of deputy minister is recognized. He has available the assistance of selected senior advisors in making his recommendations.
3. The order in council* is the operative document in the appointment. The commission* which is subsequently issued is merely evidence of the appointment and is not necessary to the assumption of office by the appointee.
4. A deputy minister appointed from within the Public Service does not have to take new oaths* of office. If appointed from outside the Public Service he must take the oaths of allegiance and office prescribed in the *Public Service Employment Act*.
5. The retirement of a deputy minister may be delayed past his 65th year if the Prime Minister signs a letter* to Treasury Board approving his continued employment. Such extensions of employment may only be for a period of one year and may be renewed from year to year. This is authorized by section 20 of the regulations under the *Public Service Superannuation Act*.
6. While there is no precedent for the removal of a deputy minister it could be effected by order in council. There is however on record a case in 1933 where a deputy minister was "suspended" by the Prime Minister although there is no evidence of how this was implemented. He was later reinstated, then required to resign.
7. When a deputy minister has resigned it has been the practice to note the acceptance of the resignation in the order in council* appointing the successor. This has not however been considered necessary to the effectiveness of the resignation, but the advisability of accepting the resignation by order in council might be examined.
8. Salaries of deputy ministers are fixed by order in council*, either individually on appointment or subsequently when one or more may be dealt with in a single order.

MINISTERS

Deputy Minister

III—PROCEDURE

1. An order in council* recommended by the Prime Minister is passed to appoint a deputy minister or an associate deputy minister. It normally specifies the salary and if the previous incumbent has resigned, records the acceptance of his resignation. The Prime Minister issues a press release* announcing the appointment.
2. Although it has not always been done an order in council can be passed accepting the resignation of a deputy minister without appointing a successor.
3. Although there is no precedent, the Prime Minister would presumably likewise recommend the order in council to remove a deputy minister or associate deputy minister.
4. Before a deputy minister's 65th birthday the Prime Minister must sign a letter* of approval which is sent to Treasury Board to authorize his continuation in office past retirement age. This must be repeated each year.
5. The Prime Minister recommends the order in council* revising deputy ministerial salaries.
6. An acting deputy minister is designated in writing* by the minister or acting minister in charge of the department.

MINISTERS

Deputy Minister

APPENDICES

Order in council appointing deputy minister and fixing salary

Commission issued to deputy minister

Oaths taken by deputy minister

Press release regarding appointment of deputy minister

Order in council revising salary of deputy ministers

Letter signed by Prime Minister approving continued employment of deputy minister who has reached the age of 65

Order in council accepting resignation of deputy minister and appointing successor

Letter signed by minister in charge of department designating acting deputy minister

MINISTERS

Ministerial Staffs

I—POSITION

1. The *Public Service Employment Act* authorizes a minister to appoint his own office staff. Three positions are recognized by title in the Act but there is no statutory limit on the number who may be appointed.
2. The amount of public funds available to ministers on a monthly basis to pay their office staff and certain regulations regarding terms of employment are fixed by Cabinet directive.
3. The salary to be paid to each employee must be approved* by Treasury Board.
4. A minister's staff cease to be employed 30 days after the minister's death or resignation.
5. A minister's Executive Assistant, Special Assistant or Private Secretary with three years' service or any other employee who was a member of the Public Service before being employed in the minister's office or who qualified for appointment to the Public Service is entitled to be appointed to the Public Service when he ceases to be employed by the minister.
6. The *Public Service Employment Act* provisions regarding ministerial staffs apply to the Leader of the Opposition, the Leader of the Government in the Senate and the Leader of the Opposition in the Senate. They also apply to the Prime Minister.

MINISTERS

Ministerial Staffs

II—BACKGROUND

1. Cabinet directives regarding ministers' staffs can be modified from time to time and a minister will be responsible to see that his proposed arrangements conform.
2. The maximum amount of public funds fixed by Cabinet directive for the payment of ministerial staffs does not apply to the Prime Minister. The salary of those appointed by the Prime Minister to his staff must however be approved* by Treasury Board.
3. The minister is responsible for assigning duties to his staff.
4. A minister may engage a member of the Public Service for his office staff who will be granted leave of absence from the Public Service to occupy the position.
5. Persons employed in the office of a minister must receive the necessary security clearance.
6. A minister's staff cease to be employed 30 days after his resignation, be this either the minister's individual resignation or that of the whole Government.
7. The *Public Service Employment Act* specifies the conditions under which a former employee of a minister qualifies for appointment to the Public Service. In practice former employees of ministers can generally find employment in the Public Service if they so wish.
8. The statutory and other provisions for ministerial staffs apply to ministers without portfolio.

MINISTERS

Ministerial Staffs

III—PROCEDURE

1. There are no formalities prescribed regarding the instrument of appointment of ministerial staffs. This is left to the minister in each case.
2. The minister must assure that his plans for his office staff conform to Cabinet directives.
3. The minister must obtain Treasury Board approval* for the salary to be paid to each employee on his staff.

MINISTERS

Ministerial Staffs

APPENDICES

Submission to Treasury Board for approval of salary of ministerial staff



MINISTERS

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**Instrument of Advice for Appointment as a Privy Councillor
and a Minister**

To His Excellency
General the Right Honourable Georges P. Vanier, D.S.O., M.C., C.D.,
Governor General and Commander-in-Chief of Canada.

Your Excellency:

The undersigned submits for Your Excellency's pleasure that Edgar John Benson, of Kingston, in the Province of Ontario, be chosen and summoned to be a Member of the Queen's Privy Council for Canada.

The undersigned has the honour to recommend further that a commission under the Great Seal of Canada do issue appointing the said Edgar John Benson to be Minister of National Revenue.

Respectfully submitted,

(Sgd.) LESTER B. PEARSON
Prime Minister.

(Sgd.) { Approved
GEORGES P. VANIER
29th June, 1964.

**Instrument of Advice for Appointment as a Minister when Appointee
is already a Privy Councillor**

PRIME MINISTER - PREMIER MINISTRE

His Excellency

(Sgd.) GEORGES P. VANIER

Major-General Georges P. Vanier, D.S.O., M.C., C.D.,
Governor General and Commander-in-Chief of Canada.

Your Excellency:

The undersigned submits for Your Excellency's pleasure that a Commission under the Great Seal of Canada do issue appointing the Honourable Malcolm Wallace McCutcheon, a Member of the Queen's Privy Council for Canada, to be Minister of Trade and Commerce.

Respectfully submitted,

(Sgd.) J. G. DIEFENBAKER
Prime Minister.

12th February, 1963.

Commission of Appointment as a Minister

Canada

(Sgd.) Georges P. Vanier

Elizabeth the Second, by the Grace
of God of the United Kingdom, Canada and
Her other Realms and Territories **QUEEN**, Head
of the Commonwealth, Defender of the Faith.

TO

THE HONOURABLE SENATOR MALCOLM WALLACE McCUTCHEON,
a Member of Our Privy Council for Canada,

GREETING:

KNOW YOU that reposing special trust and confidence in your loyalty, integrity and ability,
We do hereby constitute and appoint you the said Malcolm Wallace McCutcheon to be

MINISTER OF TRADE AND COMMERCE.

TO HAVE, hold, exercise and enjoy the said office of Minister of Trade and Commerce unto
you the said Malcolm Wallace McCutcheon with all and every the powers, rights, authority, privileges,
profits, emoluments and advantages unto the said office of right and by law appertaining during Our
Pleasure.

IN TESTIMONY WHEREOF We have caused these Our Letters to be made Patent and the
Great Seal of Canada to be hereunto affixed.

WITNESS:

Our Trusty and Well-beloved Major-General Georges Philias Vanier, Companion
of Our Distinguished Service Order upon whom We have conferred Our
Military Cross and Our Canadian Forces' Decoration, Governor General
and Commander-in-Chief of Canada.

AT OUR GOVERNMENT HOUSE, in Our City of Ottawa, this twelfth day of February in the
year of Our Lord one thousand nine hundred and sixty-three and in the twelfth year of Our Reign.

BY COMMAND,

(Sgd.) Donald M. Fleming
ATTORNEY GENERAL
OF CANADA

(Sgd.) G.E. Halpenny
SECRETARY OF STATE OF CANADA

Oath of Office as a Minister

Oath of office taken by Minister of Justice

You,, do solemnly and sincerely
promise and swear that you will truly and faithfully, and to the best of your
skill and knowledge, execute the powers and trusts reposed in you as a
Minister of Justice.

So help you God.

**Announcement made in House of Commons regarding Ministerial
Appointments (4 April, 1967)**

Right Hon. L.B. Pearson (Prime Minister): Mr. Speaker, I should like to announce certain changes in the administration. His Excellency the Administrator has accepted the resignation of Lucien Cardin as Minister of Justice and Attorney General, and the resignation of Hon. Guy Favreau as President of the Privy Council and Registrar General of Canada.

To these old and true friends I should like to express my deep gratitude for their unselfish and devoted service to the country through their service to the government since it was formed in April, 1963.

...

On my recommendation the Administrator has agreed to the appointment of Hon. Walter Gordon as President of the Privy Council, and Hon. John Turner as Registrar General of Canada. His Excellency has agreed to the appointment of two members of this house as privy councillors and members of the cabinet; the hon. member for Saint-Maurice-Laflèche (Mr. Chrétien), who has been parliamentary secretary to the Minister of Finance, and the hon. member for Mount Royal (Mr. Trudeau), who has served as my parliamentary secretary. The hon. member for Mount Royal will assume the office of Minister of Justice and Attorney General, and the hon. member for Saint-Maurice-Laflèche will serve as a member of the administration without portfolio.

Press Release regarding Appointment of Minister

OFFICE OF THE PRIME MINISTER

CABINET DU PREMIER MINISTRE

PRESS RELEASE

COMMUNIQUE

Date: June 29, 1964

For Release: Immediate

Pour Publication:

The Prime Minister announces that E.J. BENSON, Member of Parliament for Kingston, was presented to His Excellency the Governor General at 12:30 p.m. today and was sworn as Minister of National Revenue.

Edgar John Benson was born on May 28, 1923, at Cobourg, Ont., where he attended public and secondary schools.

...¹

It is announced as well by the Prime Minister that Mr. Benson will be succeeded as Parliamentary Secretary to the Minister of Finance by LAWRENCE T. PENNELL, Q.C., Member of Parliament for Brant-Haldimand (Ont.).

Lawrence T. Pennell was born on March 11, 1915, at Brantford, Ontario.

...¹

[¹Attached biographical notes not included.]

**Notice in *The Canada Gazette* regarding Appointment
of Minister of National Revenue (1964)**

DEPARTMENT OF THE SECRETARY OF
STATE OF CANADA

HIS EXCELLENCY THE GOVERNOR GENERAL is pleased
to approve the following appointment:

June 29, 1964.

EDGAR JOHN BENSON, of Kingston, in the Province
of Ontario, to be a Member of the Queen's Privy Council
for Canada and Minister of National Revenue.

**Letter from Clerk of Privy Council to New Minister forwarding
Bible on which Ministerial Oath was taken**

Ottawa, 15th July, 1965.

The Honourable Lawrence T. Pennell,
Solicitor General,
Ottawa.

Dear Mr. Pennell:

I have much pleasure in sending you herewith, as a memento of the occasion, the Bible upon which you were sworn as a Member of the Queen's Privy Council for Canada, a Member of the Administration and Solicitor General of Canada.

Yours sincerely,

(Sgd.) R.G. ROBERTSON

**Instrument of Advice for Appointment of New Ministers and including Ministers
continuing in Office from Previous Government submitted
to Governor General for Approval**

PRIME MINISTER - PREMIER MINISTRE

His Excellency
The Right Honourable Roland Michener, C.C.,
Governor General and Commander-in-Chief of Canada.

Your Excellency:

The undersigned submits for Your Excellency's pleasure that each of the persons hereinafter named, members of the Queen's Privy Council for Canada, retain the office now held as indicated opposite his name:

The Right Honourable Pierre Elliott Trudeau	Minister of Justice and Attorney General of Canada
The Honourable Paul Theodore Hellyer	Minister of Transport
The Honourable George James McIlraith	Minister of Public Works
The Honourable Arthur Laing	Minister of Indian Affairs and Northern Development
The Honourable Allan Joseph MacEachen	Minister of National Health and Welfare
The Honourable Hédard Robichaud	Minister of Fisheries
The Honourable Roger Teillet	Minister of Veterans Affairs
The Honourable Charles Mills Drury	Minister of Industry and Minister of Defence Production
The Honourable Maurice Sauvé	Minister of Forestry and Rural Development
The Honourable Edgar John Benson	President of the Treasury Board
The Honourable Léo Alphonse Joseph Cadieux	Minister of National Defence
The Honourable Jean-Luc Pepin	Minister of Energy, Mines and Resources
The Honourable Jean Marchand	Minister of Manpower and Immigration
The Honourable John James Greene	Minister of Agriculture
The Honourable Joseph Julien Jean-Pierre Côté	Postmaster General

The Honourable John Napier Turner	Minister of Consumer and Corporate Affairs
The Honourable Jean Chrétien	Minister of National Revenue
The Honourable Charles Ronald McKay Granger	Minister without Portfolio
The Honourable Bryce Stuart Mackasey	Minister without Portfolio

The undersigned submits for Your Excellency's pleasure that each of the persons hereinafter named, be appointed, by commission under the Great Seal of Canada, to the office indicated opposite his name:

The Honourable Paul Joseph James Martin	Minister without Portfolio
The Honourable Mitchell Sharp	Secretary of State for External Affairs
The Honourable Charles Mills Drury	Minister of Trade and Commerce
The Honourable Edgar John Benson	Minister of Finance and Receiver General
The Honourable Jean-Luc Pepin	Minister of Labour
The Honourable Jean Marchand	Secretary of State of Canada
The Honourable John Napier Turner	Solicitor General

It is further submitted for Your Excellency's pleasure that each of the persons hereinafter named be chosen and summoned to be a member of the Queen's Privy Council for Canada and appointed, by commission under the Great Seal of Canada, to the office indicated opposite his name:

Mr. Donald Stovel Macdonald	Minister without Portfolio
Mr. John Carr Munro	Minister without Portfolio
Mr. Gerard Pelletier	Minister without Portfolio

Respectfully submitted,

(Sgd.) P.E. TRUDEAU

Prime Minister.

(Sgd.) { Approved
ROLAND MICHENER
20th April, 1968.

Description of Swearing-In Ceremony for Minister

SWEARING-IN CEREMONY OF MR. HELLYER AND MR. CADIEUX AS MINISTER OF TRANSPORT AND MINISTER OF NATIONAL DEFENCE RESPECTIVELY

At Government House 3 P.M. September 19, 1967

2:50 P.M. Mr. Cross of the Privy Council Office arrives at Government House with books and documents to be arranged in the Governor General's study.

2:55 P.M. The Prime Minister and the Acting Clerk of the Privy Council (Mr. Stoner) arrive at Government House and are received by the Governor General in his study.

The Prime Minister presents the Instruments of Advice to the Governor General for signature.

3:00 P.M. Mr. Hellyer and Mr. Cadieux arrive at Government House and are received by the Governor General and the Prime Minister in the Governor General's study.

The Acting Clerk of the Privy Council hands the Bible to Mr. Hellyer.

The Acting Clerk of the Privy Council reads the Oath of Office to Mr. Hellyer. After the Oath Mr. Hellyer repeats "So help me God".

The above is repeated for Mr. Cadieux.

Mr. Hellyer and Mr. Cadieux sign the Oath Book and are congratulated by the Governor General.

The Governor General and the Acting Clerk of the Privy Council sign the Oath Book.

Dress — Dark Business Suit.

MINISTERS

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Draft Letter of Resignation from Minister to Prime Minister

Ottawa

..... 19. . . .

The Right Honourable ,
Prime Minister of Canada,
House of Commons,
Ottawa.

My dear Prime Minister:

I would be grateful if you would submit to His Excellency, the
Governor General, my resignation as Minister of ,
to take effect 19. . . .

[Minister may express privilege he feels in having served as a member
of the Ministry; or offer his services, should the Prime Minister feel
they may be required in future; etc.]

Yours sincerely,

(Sgd.).



Reply of Prime Minister to Minister's Letter of Resignation

Ottawa,
April 10, 1968.

The Honourable Lawrence T. Pennell,
Solicitor General,
Ottawa.

Dear Larry:

I received your letter of resignation as Solicitor General, to become effective on the 16th day of April, and, under the circumstances, I have no choice but to recommend to His Excellency that your resignation be accepted.

You had indicated to me some time ago that you felt impelled to take this step and withdraw from politics. Nevertheless, I cannot help but express my regret, in which I know my successor will share, at the decision you felt, for good reasons, you had to make. I say this because of my very great appreciation for the fine work you have done as a Member of the Government and for the even greater contribution I know you could make if you were able to serve under Mr. Trudeau.

I am deeply touched by your kind references to myself. One of my happiest memories as Leader of the Liberal Party will be the rewarding association I have had with so many good colleagues like yourself.

All the best in the days ahead,

(Sgd.) L.B. PEARSON

**Instrument of Advice recommending Acceptance
of Ministerial Resignation**

To His Excellency
The Right Honourable Roland Michener, P.C., Q.C., M.A., B.C.L.B.,
Governor General and Commander-in-Chief of Canada.

Your Excellency:

I have for submission to Your Excellency the resignation of the
Honourable John Whitney Pickersgill as Minister of Transport.

I recommend that this resignation be accepted effective September
19, 1967.

Respectfully submitted,

(Sgd.) L.B. PEARSON
Prime Minister.

**Announcement made in House of Commons regarding Resignation
of Minister of Transport (1967)**

September 25, 1967

THE MINISTRY

ANNOUNCEMENT OF CHANGE DURING RECESS

Right Hon. L.B. Pearson (Prime Minister): Mr. Speaker, I should like to inform the house of certain changes in the ministry since the house recessed on July 7.

Hon. J.W. Pickersgill has submitted his resignation as Minister of Transport and has taken up new duties in the public service as president of the Canadian Transport Commission.

Hon. Paul Hellyer has been appointed Minister of Transport. Hon. Léo Cadieux, the former associate minister of national defence, has been appointed to succeed Mr. Hellyer as Minister of National Defence. Hon. Allan MacEachen, the house leader on this side, has been assigned ministerial responsibilities for the Atlantic Development Board.

I have recommended to His Excellency that Mr. Charles Granger, who resigned today as minister of Labrador affairs in the Newfoundland government, be appointed at this time as a member of the administration without portfolio.

Press Release regarding Ministerial Resignation

OFFICE OF THE PRIME MINISTER

CABINET DU PREMIER MINISTRE

PRESS RELEASE

COMMUNIQUÉ

Date: April 17, 1968

For Release: Immediate

Pour Publication:

The Prime Minister announces that the Governor-General has accepted the resignation of the Honourable Lawrence T. Pennell, P.C., M.P., as Solicitor General.

(Attached is the exchange of correspondence between the Prime Minister and Mr. Pennell)¹

[¹Not included.]

**Letter from Prime Minister to Governor General for Permission
to disclose Privileged Correspondence in Explanation
of Ministerial Resignation**

Ottawa, November 17, 1944.

His Excellency,
The Right Honourable The Earl of Athlone,
K.G., P.C., G.C.B., etc.,
Governor General of Canada,
Ottawa, Ontario.

My dear Governor General:

I have already shown to Your Excellency the correspondence exchanged between the former Minister of National Defence and myself, concerning his resignation, also the letters exchanged between us concerning the publication of this correspondence.

In a further letter, dated November the 14th, of which I am enclosing a copy, Mr. Ralston suggests that I advise Your Excellency to assent to the release of his letter of resignation and the further correspondence.

The House of Commons reassembles on Wednesday next, November the 22nd, and I shall be expected, at the opening of its proceedings, to make a statement upon the resignation of the former Minister of National Defence and to table such of the relevant correspondence as, in the circumstances, may be appropriate.

It now becomes necessary for me to advise Your Excellency as to the course to be pursued, inasmuch as the correspondence in question refers to discussions and deliberations in the Cabinet.

I have considered this question very carefully and have come to the conclusion that it is in the public interest that all of the correspondence in question, including that concerning its publication, should be made available to the House of Commons and I so advise Your Excellency.

Had it not been that Mr. Ralston, on November the 12th, saw fit to issue an extensive public statement on the subject there might have been reasons of military security which would have made it necessary for me to advise Your Excellency against permitting disclosure of certain portions of the correspondence which relate to the reinforcement position of the Army. In the circumstances, however, these reasons no longer obtain since the references in the correspondence, to which exception might have been taken on this ground, have already been made public in Mr. Ralston's statement which has been widely reproduced in the press.

I am, Your Excellency,
Yours very sincerely,

(Sgd.) W.L. MACKENZIE KING

**Governor General's Reply to Prime Minister's Letter asking
Permission for Disclosure of Privileged Correspondence
in Explanation of Ministerial Resignation**

GOVERNMENT HOUSE
OTTAWA

18, November, 1944.

My dear Prime Minister,

In accordance with the advice on the subject set forth in your letter to me of November 17th, I hereby give permission for the tabling in the House of Commons of the correspondence exchanged between Colonel the Honourable J.L. Ralston and yourself concerning the resignation of Colonel Ralston as Minister of National Defence; also of the letters exchanged between you on the subject of the publication of this correspondence.

Permission in this respect has been asked and granted inasmuch as the correspondence in question contains references to discussions and deliberations in the Cabinet.

Yours very sincerely,

(Sgd.) ATHLONE

The Right Honourable W.L. Mackenzie King, M.P.,
Prime Minister of Canada,
Ottawa.

MINISTERS

Death

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**Announcement made in House of Commons regarding Death
of the Honourable John R. Garland (1964)**

Monday, March 16, 1964

The house met at 2.30 p.m.

THE LATE HON. J.R. GARLAND

Right Hon. L.B. Pearson (Prime Minister): Mr. Speaker, it is my hard and indeed melancholy duty to inform the house officially of the passing of one of our parliamentary colleagues who was, I think, a friend of us all; Jack Garland, the Minister of National Revenue. He was a man who was young in years but a veteran in service to his community and his country, having been a member of this house now for more than 14 years.

Jack Garland was the last person I saw on Friday night as I was walking down the corridor to go home, and the last word I had with him was to receive from him an assurance that he thought he had found a way of helping some householders who were in difficulty over their mortgages in a Central Mortgage and Housing Corporation housing project. This was typical of him, because he was always trying to help people.

I think the best evidence of the quality of a man is his reputation among those with whom he has lived, and any visitor to North Bay would have learned at once how Jack Garland met that test, how he was regarded in his own community with warmth, admiration and affection by everyone. He had earned and won their deep respect, and that feeling of admiration and respect was, I think, shared by every member on all sides of this house, because we were all his friends.

As a member of the house he was courteous and painstaking in the discharge of his duties. As a ministerial colleague he was quietly competent, firm but conciliatory, with the good judgment and the common sense that had made him successful in business. Mr. Speaker, he was a big man in every sense of the word and he was a good man in every sense of the word. He was a gentle man and he was a gentleman, generous and kind, and we shall miss him sorely.

I send, Mr. Speaker, our heartfelt sympathy to his mother and father who survive him, and above all to his wife, who shared his life so fully and devotedly and who is now bearing such a heavy burden of grief. We send her our deep and heartfelt sympathy as well as our prayers at this sad time for her.

Press Release regarding Death of Minister

OFFICE OF THE PRIME MINISTER

CABINET DU PREMIER MINISTRE

PRESS RELEASE

COMMUNIQUÉ

Date: March 14, 1964

For Release: Immediate

Pour Publication:

**FOLLOWING IS THE PRIME MINISTER'S TRIBUTE
TO THE LATE HONOURABLE JOHN R GARLAND**

I am shocked and saddened beyond words by the death of my friend and colleague, the Honourable John R. Garland. His qualities of extraordinary kindness and warmth and tolerance were specially valued by all whose privilege it was to know the man.

I myself knew Jack Garland from the time he entered the House of Commons in 1949; he became one of its most respected and best loved Members. Throughout his years in Parliament, Jack Garland applied himself to the consideration of public business with judgment, insight and dedication. As a Minister of the Crown, he carried out his heavy and sensitive duties with the quiet competence that was characteristic of him.

I know that I express a general view when I say that the memory of Jack Garland will long be with us. His constituents have lost an able and devoted representative; his wife has lost a loving husband, and I have lost not just a political comrade but a true friend.

MINISTERS

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**Instrument of Advice for Appointment as a Privy Councillor and a Minister
without Portfolio**

PRIME MINISTER - PREMIER MINISTRE

His Excellency
The Right Honourable Roland Michener, C.C.,
Governor General and Commander-in-Chief of Canada.

Your Excellency:

The undersigned submits for Your Excellency's pleasure that Jack Davis, Esquire, be chosen and summoned to be a Member of the Queen's Privy Council for Canada and appointed, by Commission under the Great Seal of Canada, to be a Minister without Portfolio.

Respectfully submitted,
(Sgd.) P.E. TRUDEAU

Prime Minister

(Sgd.) { Approved
ROLAND MICHENER
26th April, 1968.

Oath of Office taken by Minister without Portfolio

You,, do solemnly and sincerely promise and swear that you will truly and faithfully, and to the best of your skill and knowledge, execute the powers and trusts reposed in you as a Minister without Portfolio.

SO HELP YOU GOD.

**Order in Council for Appointment of Senator Dandurand as
Minister without Portfolio (1926)**

**CANADA
PRIVY COUNCIL**

P.C. 1451

The Right Honourable William Lyon Mackenzie King, the Prime Minister, submits for Your Excellency's pleasure that the Honourable Raoul Dandurand, a Member of the King's Privy Council for Canada and Leader of the Government in the Senate, be a member of the Administration as Minister of State without Portfolio.

Certified to be a true copy

(Sgd.) R.G. ROBERTSON
Clerk of the Privy Council

MINISTERS

Minister in Senate

PAGE

List of ministers (including Prime Minister) in Senate since 1867 521

**Senators who have been Members of Cabinet, including
Prime Minister, while in Senate**

Name	Membership in Senate	Concurrent Membership in Cabinet
ABBOTT, Hon. Sir John Joseph Caldwell (1821 – 1893)	May 12, 1887 – Oct. 30, 1893	– Minister without Portfolio May 13, 1887 – June 15, 1891 – Prime Minister June 16, 1891 – Nov. 24, 1892 – President of the Privy Council June 16, 1891 – Dec. 4, 1892
AIKINS, Hon. James Cox (1823 – 1904)	Oct. 23, 1867 – May 30, 1882 Jan. 7, 1896 – Aug. 6, 1904	– Minister without Portfolio Nov. 16, 1869 – Dec. 7, 1869 – Secretary of State Dec. 8, 1869 – Nov. 6, 1873 – Secretary of State Oct. 19, 1878 – Nov. 7, 1880 – Minister of Inland Revenue Nov. 1880 – May 22, 1882
ANGERS, Hon. Sir Auguste Réal (1838 – 1919)	Dec. 16, 1892 – June 10, 1896	– Minister of Agriculture Dec. 5, 1892 – July 11, 1895 – President of the Privy Council May 1, 1896 – July 10, 1899
BELAND, Hon. Henri Sévérin (1869 – 1935)	Sept. 5, 1925 – April 22, 1935	– Minister of Soldiers' Civil Re-Establishment Dec. 29, 1921 – April 14, 1926 – Minister of Health Dec. 29, 1921 – April 14, 1926
BLAIR, Hon. Adam Johnston Fergusson, (1815 – 1867)	Oct. 23, 1867 – Dec. 29, 1867	– President of the Privy Council July 1, 1867 – Dec. 29, 1867
BLONDIN, Hon. Pierre Edouard (1874 – 1943)	July 20, 1918 – Oct. 29, 1943	– Postmaster General Jan. 8, 1917 – Sept. 20, 1921
BOSTOCK, Hon. Hewitt (1864 – 1930)	June 6, 1904 – April 28, 1930	– Minister of Public Works Dec. 29, 1921 – Feb. 2, 1922
BOWELL, Hon. Sir Mackenzie (1823 – 1917)	Dec. 5, 1892 – Dec. 10, 1917	– Minister of Trade and Commerce Dec. 5, 1892 – Dec. 20, 1894 – Prime Minister Dec. 21, 1894 – April 27, 1896 – President of the Privy Council Dec. 21, 1894 – April 30, 1896
CAMPBELL, Hon. Sir Alexander (1822 – 1892)	Oct. 23, 1867 – Feb. 7, 1887	– Postmaster General July 1, 1867 – June 30, 1873 – Minister of the Interior July 1, 1873 – Nov. 5, 1873 – Superintendent General of Indian Affairs July 1, 1873 – Nov. 5, 1873 – Receiver General Nov. 8, 1878 – May 19, 1879

Name	Membership in Senate	Concurrent Membership in Cabinet
		<ul style="list-style-type: none"> – Postmaster General May 20, 1879 – Jan. 15, 1880 Nov. 8, 1880 – May 19, 1881 Sept. 25, 1885 – Jan. 26, 1887 – Minister of Militia and Defence Jan. 16, 1880 – Nov. 7, 1880 – Minister of Justice May 20, 1881 – Sept. 24, 1885
CARLING, Hon. Sir John (1828 – 1911)	April 27, 1891 – Feb. 17, 1892 April 23, 1896 – Nov. 6, 1911	<ul style="list-style-type: none"> – Minister of Agriculture Sept. 25, 1885 – Dec. 4, 1892
CARTWRIGHT, Rt. Hon. Sir Richard John (1835 – 1912)	Sept. 30, 1904 – Sept. 24, 1912	<ul style="list-style-type: none"> – Minister of Trade and Commerce July 13, 1896 – Oct. 9, 1911
CHAPAIS, Hon. Jean Charles (1811 – 1885)	Jan. 30, 1868 – July 17, 1885	<ul style="list-style-type: none"> – Receiver General Nov. 16, 1869 – Jan. 29, 1873
CHRISTIE, Hon. David (1818 – 1880)	Oct. 23, 1867 – Dec. 15, 1880	<ul style="list-style-type: none"> – Secretary of State Nov. 7, 1873 – Jan. 8, 1874
CONNOLLY, Hon. John Joseph (1906 –)	June 12, 1953	<ul style="list-style-type: none"> – Member of the Administration and Minister without Portfolio Feb. 3, 1964 – April 20, 1968
DANDURAND, Hon. Raoul (1861 – 1942)	June 22, 1898 – Mar. 11, 1942	<ul style="list-style-type: none"> – Minister without Portfolio Dec. 29, 1921 – June 28, 1926 Sept. 25, 1926 – Aug. 6, 1930 Oct. 23, 1935 – Mar. 11, 1942
DESJARDINS, Hon. Alphonse (1841 – 1912)	Oct. 1, 1892 – June 10, 1896	<ul style="list-style-type: none"> – Minister of Militia and Defence Jan. 15, 1896 – April 30, 1896 – Minister of Public Works May 1, 1896 – July 10, 1896
FERGUSON, Hon. Donald (1839 – 1909)	Sept. 4, 1893 – Sept. 3, 1909	<ul style="list-style-type: none"> – Minister without Portfolio Dec. 21, 1894 – July 8, 1896
HAIG, Hon. John Thomas (1877 – 1962)	Aug. 14, 1935 – Jan. 17, 1961	<ul style="list-style-type: none"> – Member of the Administration and Minister without Portfolio Oct. 9, 1957 – May 14, 1958
KEMP, Hon. Sir Albert Edward (1858 – 1929)	Nov. 4, 1921 – Aug. 12, 1929	<ul style="list-style-type: none"> – Minister without Portfolio July 13, 1920 – Dec. 29, 1921
KENNY, Hon. Sir Edward (1800 – 1891)	Oct. 23, 1867 – April 11, 1876	<ul style="list-style-type: none"> – Receiver General July 1, 1867 – Nov. 15, 1869 – President of the Privy Council Nov. 16, 1869 – June 20, 1870
KING, Hon. James Horace (1873 – 1955)	June 7, 1930 – July 14, 1955	<ul style="list-style-type: none"> – Minister of Pensions and National Health June 11, 1928 – June 18, 1930 – Member of the Administration and Minister without Portfolio May 26, 1942 – Aug. 23, 1945
LETELLIER de St. Just, Hon. Luc (1820 – 1881)	Oct. 23, 1867 – Dec. 14, 1876	<ul style="list-style-type: none"> – Minister of Agriculture Nov. 7, 1873 – Dec. 14, 1876
LOUGHEED, Hon. Sir James Alexander (1854 – 1925)	Dec. 10, 1889 – Nov. 2, 1925	<ul style="list-style-type: none"> – Minister without Portfolio Oct. 10, 1911 – Dec. 20, 1918

Name	Membership in Senate	Concurrent Membership in Cabinet
		<ul style="list-style-type: none"> – Minister of Soldiers' Civil Re-Establishment Feb. 21, 1918 – July 9, 1920 – Minister of the Interior July 10, 1920 – Dec. 29, 1921 – Superintendent General of Indian Affairs July 10, 1920 – Dec. 29, 1921 – Minister of Mines July 10, 1920 – Dec. 29, 1921 – Minister without Portfolio Aug. 7, 1930 – Aug. 13, 1935 – Member of the Administration and Minister without Portfolio Oct. 14, 1953 – Jan. 11, 1954 – Solicitor General Jan. 12, 1954 – June 21, 1957 – Member of the Administration and Minister without Portfolio April 1, 1949 – Dec. 13, 1950 – Minister without Portfolio Feb. 11, 1880 – Oct. 16, 1883 – Minister of the Interior Oct. 17, 1883 – Aug. 4, 1885 – Minister without Portfolio Aug. 9, 1962 – Feb. 11, 1963 – Minister of Trade and Commerce Feb. 12, 1963 – April 22, 1963 – Member of the Administration and Minister without Portfolio Feb. 3, 1932 – Oct. 23, 1935 – Minister of Justice Nov. 18, 1897 – Feb. 2, 1902 – Minister of Marine and Fisheries July 1, 1867 – Nov. 6, 1872 – Postmaster General Dec. 29, 1921 – June 28, 1926 – Minister of Agriculture Jan. 26, 1877 – Oct. 16, 1878 – Minister of Finance Feb. 3, 1932 – Oct. 23, 1935 – Minister without Portfolio Oct. 23, 1917 – Nov. 7, 1918 – Minister of Labour Nov. 7, 1918 – Dec. 29, 1921 Aug. 7, 1930 – Feb. 2, 1932 – Member of the Administration and Minister without Portfolio Aug. 29, 1945 – Oct. 13, 1953 – Postmaster General Aug. 7, 1930 – Aug. 14, 1935
MACDONALD, Hon. John Alexander (1874 – 1948)	July 20, 1935 – Nov. 15, 1948	
MACDONALD, Hon. William Ross (1891 – 1967)	June 12, 1953 – Dec. 22, 1967	
MACKINNON, Hon. James Angus (1881 – 1958)	May 9, 1949 – April 18, 1958	
MACPHERSON, Hon. Sir David Lewis (1818 – 1896)	Oct. 23, 1867 – Aug. 16, 1896	
MCCUTCHEON, Hon. Wallace Malcolm (1906 –)	Aug. 9, 1962	
MEIGHEN, Rt. Hon. Arthur (1874 – 1960)	Feb. 3, 1932 – Feb. 9, 1942	
MILLS, Hon. David (1831 – 1903)	Nov. 31, 1896 – Feb. 7, 1902	
MITCHELL, Hon. Peter (1824 – 1899)	Oct. 23, 1867 – July 13, 1873	
MURPHY, Hon. Charles (1863 – 1935)	Sept. 5, 1925 – Nov. 24, 1935	
PELLETIER, Hon. Sir Alphonse Charles Pantaléon (1837 - 1911)	Feb. 2, 1877 – April 29, 1911	
RHODES, Hon. Edgar Nelson (1877 – 1942)	July 20, 1935 – March 15, 1942	
ROBERTSON, Hon. Gideon Decker (1874 – 1933)	Jan. 20, 1917 – Aug. 5, 1933	
ROBERTSON, Hon. Wishart McLea (1891 – 1967)	Feb. 21, 1943 – Dec. 24, 1965	
SAUVE, Hon. Arthur (1875 – 1944)	July 20, 1935 – Feb. 6, 1944	

Name	Membership in Senate	Concurrent Membership in Cabinet
SCOTT, Hon. Sir Richard William (1825 – 1913)	March 13, 1874 – April 23, 1913	– Secretary of State Jan. 9, 1874 – Oct. 16, 1878 July 13, 1896 – Oct. 9, 1908
SMITH, Hon. Sir Frank (1822 – 1901)	Feb. 2, 1871 – Jan. 17, 1901	– Minister without Portfolio July 29, 1882 – Aug. 13, 1891 – Minister of Public Works Aug. 14, 1891 – Jan. 10, 1892 – Minister without Portfolio Jan. 11, 1892 – July 8, 1896
TEMPLEMAN, Hon. William (1844 – 1914)	Nov. 18, 1897 – Feb. 16, 1906	– Minister without Portfolio Feb. 25, 1902 – Feb. 5, 1906 – Minister of Inland Revenue Feb. 6, 1906 – Oct. 9, 1911
WILMOT, Hon. Robert Duncan (1809 – 1891)	Oct. 23, 1867 – Feb. 10, 1880	– Minister without Portfolio Nov. 8, 1878 – Feb. 10, 1880

JANUARY 1968

MINISTERS

Associate Minister

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**Instrument of Advice for Appointment of Associate Minister
of National Defence**

PRIME MINISTER - PREMIER MINISTRE

To His Excellency
General the Right Honourable Georges P. Vanier, D.S.O., M.C., C.D.,
Governor General and Commander-in-Chief of Canada.

Your Excellency:

The undersigned submits for Your Excellency's pleasure that Léo Alphonse Joseph Cadieux, of St. Antoine des Laurentides, in the Province of Quebec, be chosen and summoned to be a Member of the Queen's Privy Council for Canada.

The undersigned has the honour to recommend further that a Commission under the Great Seal of Canada do issue appointing the said Léo Alphonse Joseph Cadieux to be Associate Minister of National Defence.

Respectfully submitted,

(Sgd.) L.B. PEARSON
Prime Minister.

(Sgd.) { Approved
GEORGES P. VANIER
15th February, 1965.

**Order in Council assigning Duties and Functions to Associate
Minister of National Defence (1953)**

**CANADA
PRIVY COUNCIL**

P.C. 1953-174

AT THE GOVERNMENT HOUSE AT OTTAWA
THURSDAY, the 12th day of FEBRUARY, 1953.

PRESENT:

HIS EXCELLENCY

THE GOVERNOR GENERAL IN COUNCIL.

His Excellency the Governor General in Council, on the recommendation of the Right Honourable Louis S. St-Laurent, the Prime Minister, is pleased to order and doth hereby order that an Associate Minister of National Defence appointed under section 6A of The National Defence Act may, in addition to the Minister of National Defence, exercise and perform all of the powers, duties and functions of the Minister of National Defence, unless and until the Governor in Council otherwise directs.

His Excellency in Council, on the same recommendation, is pleased to revoke and doth hereby revoke Order in Council P.C. 4553 of 24th November 1952.

Certified to be a true copy

(Sgd.) R.G. ROBERTSON
Clerk of the Privy Council

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**Order in Council appointing List of Acting Ministers and Alternatives
on a Continuing Basis**

**CANADA
PRIVY COUNCIL**

P.C. 1967-637

*Certified to be a true copy of a Minute of a Meeting of the Committee
of the Privy Council, approved by His Excellency the Adminis-
trator on the 6th April, 1967.*

The Committee of the Privy Council, on the recommendation of the Prime Minister, advise:

1. that in the absence from Ottawa of the Prime Minister, or in the event of his being unable to perform the functions of his Office, the next Senior Minister who is in Ottawa and is able to perform the functions of the Office of Prime Minister be authorized to act for the Prime Minister;
2. that in the absence from Ottawa of a Minister whose name is set out in Column II of an item of the Schedule to this Minute, or in the event of that Minister being unable to perform the functions of his Office, the Minister whose name is set out in Column III of the item be authorized to act for the Minister named in Column II in respect of the Office set out in Column I of the item;
3. that in the absence from Ottawa of the Ministers named in Columns II and III of an item of the Schedule to this Minute, or in the event of both of those Ministers being unable to perform the functions of their Office, the Minister whose name is set out in Column IV of the item be authorized to act for the Minister named in Column II in respect of the Office set out in Column I of the item;
4. that where an Office set out in Column I of an item of the Schedule to this Minute is vacant, the Minister whose name is set out in Column III of that item be authorized to act in the place of the Minister whose Office is set out in Column I of that item; and
5. that where an Office set out in Column I of an item of the Schedule to this Minute is vacant, in the absence from Ottawa of the Minister whose name is set out in Column III of that item, or in the event of that Minister being unable to perform the functions of the Office set out in Column I of that item, the Minister whose name is set out in Column IV of that item be authorized to act in the place of the Minister whose Office is set out in Column I of that item.

(Sgd.) R.G. ROBERTSON
Clerk of the Privy Council

COLUMN I	COLUMN II	COLUMN III	COLUMN IV
OFFICE	NAME	ACTING MINISTER	SECOND ACTING MINISTER
1. Agriculture	Mr. Greene	Mr. Sauvé	Mr. Laing
2. Defence Production	Mr. Drury	Mr. McIlraith	Mr. Cadieux
3. Energy, Mines and Resources	Mr. Pépin	Mr. Turner	Mr. Teillet
4. External Affairs	Mr. Martin	Mr. Drury	Mr. Hellyer
5. Finance	Mr. Sharp	Mr. Benson	Mr. Chrétien
6. Fisheries	Mr. Robichaud	Mr. Pickersgill	Mr. Laing
7. Forestry and Rural Development	Mr. Sauvé	Mr. Robichaud	Mr. Nicholson
8. Indian Affairs and Northern Development	Mr. Laing	Mr. Teillet	Mr. Benson
9. Industry	Mr. Drury	Mr. McIlraith	Mr. Winters
10. Justice	Mr. Trudeau	Mr. Pennell	Mr. McIlraith
11. Labour	Mr. Nicholson	Mr. MacEachen	Mr. Côté
12. Manpower and Immigration	Mr. Marchand	Mr. Nicholson	Mr. Chrétien
13. National Defence	Mr. Hellyer Mr. Cadieux	Mr. Drury	Mr. Martin
14. National Health and Welfare	Mr. MacEachen	Mr. Nicholson	Mr. Marchand
15. National Revenue	Mr. Benson	Mr. Winters	Mr. Sauvé
16. Postmaster General	Mr. Côté	Miss LaMarsh	Mr. Pennell
17. Privy Council	Mr. Gordon	Mr. Trudeau	Mr. Greene
18. Public Works	Mr. McIlraith	Mr. Robichaud	Mr. Nicholson
19. Registrar General	Mr. Turner	Mr. Pennell	Mr. Trudeau
20. Secretary of State	Miss LaMarsh	Mr. Connolly	Mr. Turner
21. Solicitor General	Mr. Pennell	Mr. Trudeau	Mr. McIlraith
22. Trade and Commerce	Mr. Winters	Mr. Pépin	Mr. Drury
23. Transport	Mr. Pickersgill	Mr. Turner	Mr. Teillet Mr. Drury
24. Treasury Board	Mr. Benson	Mr. Drury	Mr. Sauvé
25. Veterans Affairs	Mr. Teillet	Mr. Cadieux	Miss LaMarsh
26. Member of the Administration	Mr. Chrétien		

Order in Council making a Single Appointment as Acting Minister

CANADA
PRIVY COUNCIL

P.C. 128

*Certified to be a true copy of a Minute of a Meeting of
the Committee of the Privy Council, approved by
His Excellency the Governor General on January
9, 1952.*

The Committee of the Privy Council, on the recommendation of the Right Honourable Louis S. St-Laurent, the Prime Minister, advise that, until the return to Ottawa of the Honourable S. S. Garson, the Honourable James J. McCann be authorized to act as Minister of Finance in the absence from Ottawa of the Minister of Finance or in the event of his being unable to perform the functions of his office.

(Sgd.) R. G. ROBERTSON
Clerk of the Privy Council

Meighen's Acting Ministry: June 29 to July 12, 1926

Rt. Hon. Arthur Meighen	— Prime Minister — Secretary of State for External Affairs — President of the Privy Council.
Hon. Sir Henry Lumley Drayton	— Acting Minister of Finance — Acting Minister of Railways and Canals
Hon. Hugh Guthrie	— Acting Minister of Justice — Acting Minister of National Defence
Hon. Henry Herbert Stevens	— Acting Minister of Agriculture — Acting Minister of Trade and Commerce — Acting Minister of Customs and Excise — Acting Minister of Interior and Superintendent General of Indian Affairs — Acting Minister of Mines
Hon. Robert James Manion	— Acting Minister of Soldiers' Civil Re-establishment — Acting Minister of Health — Acting Postmaster General — Acting Minister of Immigration and Colonization — Acting Minister of Labour
Hon. Sir George Halsey Perley	— Acting Secretary of State — Acting Minister of Public Works
Hon. William Anderson Black	— Acting Minister of Marine and Fisheries

MINISTERS

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Order in Council appointing List of Parliamentary Secretaries

CANADA
PRIVY COUNCIL

P.C. 1966-45

AT THE GOVERNMENT HOUSE AT OTTAWA

FRIDAY, the 7th day of JANUARY, 1966.

PRESENT:

HIS EXCELLENCY

THE GOVERNOR GENERAL IN COUNCIL.

His Excellency the Governor General in Council, on the recommendation of the Prime Minister, is pleased hereby to appoint, for a period of 12 months, each of the following Members of the House of Commons to be Parliamentary Secretary to the Minister set opposite his(her) name:

<i>Name of Member of the House of Commons</i>	<i>Minister</i>
John Ross Matheson } Pierre Elliott Trudeau }	Prime Minister
Bruce S. Beer	Agriculture
John C. Munro	Citizenship and Immigration
Donald S. Macdonald	External Affairs
J. J. Jean Chretien	Finance
Charles R. M. Granger	Fisheries
Bryce S. Mackasey	Labour
Jack Davis	Mines and Technical Surveys
Margaret Rideout	National Health and Welfare
James E. Walker	National Revenue
Stanley Haidasz	Northern Affairs and National Resources
John B. Stewart	Public Works
Albert Bechard	Secretary of State
Jean-Charles Cantin	Trade and Commerce
James A. Byrne	Transport

Certified to be a true copy
(Sgd.) R. G. ROBERTSON
Clerk of the Privy Council

**Order in Council appointing a Parliamentary Secretary in the
Place of One whose Resignation is accepted**

CANADA
PRIVY COUNCIL

P.C. 1964-981

AT THE GOVERNMENT HOUSE AT OTTAWA

TUESDAY, the 30th day of June, 1964

PRESENT:

HIS EXCELLENCY

THE GOVERNOR GENERAL IN COUNCIL.

His Excellency the Governor General in Council, on the recommendation of the Prime Minister, pursuant to the Parliamentary Secretaries Act, is pleased hereby:

1. to accept the resignation of Mr. Edgar J. Benson as Parliamentary Secretary to the Minister of Finance, effective 29th June, 1964.
2. to appoint Mr. Lawrence T. Pennell, a member of the House of Commons, to be Parliamentary Secretary to the Minister of Finance for a period terminating February 19, 1965.

Certified to be a true copy

(Sgd.) R. G. ROBERTSON
Clerk of the Privy Council

Order in Council accepting Resignation as Parliamentary Secretary

**CANADA
PRIVY COUNCIL**

P.C. 1964-1818

Certified to be a true copy of a Minute of a Meeting of the Committee of the Privy Council, approved by His Excellency the Governor General on November 24, 1964.

The Committee of the Privy Council, on the recommendation of the Prime Minister, advise that Your Excellency accept the resignation of Mr. Guy Rouleau as Parliamentary Secretary to the Prime Minister.

(Sgd.) R.G. ROBERTSON
Clerk of the Privy Council

**Order in Council regarding Parliamentary Secretary to
Minister of Militia and Defence (1916)**

CANADA
PRIVY COUNCIL

P.C. 1720

AT THE GOVERNMENT HOUSE AT OTTAWA

SATURDAY 15th day of JULY, 1916

PRESENT:

The Deputy of
His Royal Highness

THE GOVERNOR GENERAL IN COUNCIL.

Whereas owing to the war the duties of the Minister of Militia and Defence have enormously increased, and frequently occasion his absence from the seat of Government as well when Parliament is in session as during the recess;

And whereas in the absence of the Minister of Militia and Defence it is often necessary to appoint a Member of the Cabinet to act as Minister of Militia and Defence, and, as the same Member of the Cabinet cannot always be so appointed, there is a great danger of a lack of uniformity and continuity in the oversight and administration of the Department of Militia and Defence.

Therefore the Deputy of His Royal Highness the Governor General in Council is pleased—during the continuance of the present war—to authorize the appointment of a Parliamentary Secretary who shall assist the Minister of Militia and Defence, and within certain limits shall act for him during his absence, and the said appointment is hereby authorized accordingly:

The Deputy of His Royal Highness the Governor General in Council, under the provisions of the War Measures Act, 1914, is further pleased to make and enact the following orders and regulations respecting the Parliamentary Secretary of the Department of Militia and Defence:—

1. During the continuance of the present war the Governor in Council may from time to time appoint a Senator or a Member of the House of Commons of Canada to be Parliamentary Secretary of the Department of Militia and Defence.

2. The Parliamentary Secretary shall, with respect to the Department of Militia and Defence, perform such Parliamentary duties as may from time to time be assigned to him by the Governor in Council.

3. The Parliamentary Secretary shall ex officio be a member of the Militia Council and in the absence of the Minister he shall act as chairman thereof.

4. In the absence of the Minister from Ottawa, the Parliamentary Secretary shall preside over and administer the Department of Militia and Defence, but he shall not make any change in the policy of the Department without the authority of the Governor in Council.

5. In the absence of the Minister of Militia and Defence, and subject to the approval of the Prime Minister, the Parliamentary Secretary shall have authority to report to and make recommendations to the Governor in Council through the Prime Minister.

6. The Parliamentary Secretary shall perform such other duties as may be assigned to him by the Governor in Council.

7. Until Parliament otherwise provide, the Parliamentary Secretary shall hold his office, commission or employment without any salary, fees, wages, allowances, emolument or other profit of any kind attached thereto.

Certified to be a true copy
(Sgd.) R. G. ROBERTSON
Clerk of the Privy Council

MINISTERS

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Order in Council appointing Deputy Minister and fixing Salary

CANADA
PRIVY COUNCIL

P.C. 1967-1442

AT THE GOVERNMENT HOUSE AT OTTAWA

TUESDAY, the 18th day of JULY, 1967

PRESENT:

HIS EXCELLENCY

THE GOVERNOR GENERAL IN COUNCIL.

His Excellency the Governor General in Council, on the recommendation of the Prime Minister, pursuant to subsection (1) of section 23 of the Government Organization Act, 1966, is pleased hereby to appoint, effective 1st September, 1967, Mr. Joseph Louis Eugène Couillard to be Deputy Minister of Forestry and Rural Development, at a salary of \$26,500 per annum.

Certified to be a true copy

(Sgd.) R. G. ROBERTSON
Clerk of the Privy Council

Canada

(Signé) Roland Michener

Elisabeth Deux, par la Grâce de Dieu,
Reine du Royaume-Uni, du Canada et de ses
autres royaumes et territoires, Chef du Com-
monwealth, Défenseur de la Foi.

À

MONSIEUR JOSEPH-LOUIS-EUGÈNE COUILLARD,
de la ville d'Ottawa, dans la province de l'Ontario,

SALUT :

SACHEZ QUE, en raison de la confiance particulière que Nous mettons dans votre fidélité, votre intégrité et votre compétence, Nous, sur l'avis de Notre Conseil privé pour le Canada, vous avons, le dix-huitième jour de juillet de l'an de grâce mil neuf cent soixante-sept, le seizième de Notre règne, constitué et nommé, vous, ledit Joseph-Louis-Eugène Couillard,

SOUS-MINISTRE DES FORÊTS ET DU DÉVELOPPEMENT RURAL.

IL vous appartiendra, à vous, ledit Joseph-Louis-Eugène Couillard, d'occuper, d'exercer et d'avoir en partage ladite charge de sous-ministre des Forêts et du Développement rural, avec tous les pouvoirs, droits, autorisations, prérogatives, bénéfices, émoluments et avantages attachés de droit et de par la loi auxdites fonctions durant Notre bon plaisir à compter du premier jour de septembre de l'an de grâce mil neuf cent soixante-sept.

EN FOI DE QUOI, Nous avons fait émettre Nos présentes Lettres Patentes et à icelles fait apposer le Grand Sceau du Canada.

TÉMOIN : Notre très fidèle et bien-aimé Conseiller, Roland Michener, Chancelier et Compagnon principal de Notre Ordre du Canada, Gouverneur général et Commandant en chef du Canada.

À NOTRE HÔTEL DU GOUVERNEMENT, en Notre ville d'Ottawa, ce huitième jour de septembre de l'an de grâce mil neuf cent soixante-sept et le seizième de Notre règne.

PAR ORDRE,

(Signé) Rodrigue Bédard
SOUS-PROCUREUR GÉNÉRAL
PAR INTÉRIM

(Signé) Jean Miquelon
SOUS-REGISTRAIRE GÉNÉRAL
DU CANADA

Oaths taken by Deputy Minister

OATH OF ALLEGIANCE

I do swear that I will be faithful and bear true allegiance to Her Majesty Queen Elizabeth the Second, Her Heirs and Successors according to law. So help me God.

OATH OF OFFICE AND SECRECY

I solemnly and sincerely swear that I will faithfully and honestly fulfil the duties that devolve upon me by reason of my employment in the Public Service and that I will not, without due authority in that behalf, disclose or make known any matter that comes to my knowledge by reason of such employment. So help me God.

Press Release regarding Appointment of Deputy Minister

OFFICE OF THE PRIME MINISTER

CABINET DU PREMIER MINISTRE

PRESS RELEASE

COMMUNIQUÉ

Date: July 19, 1967

For Release: Immediate

Pour Publication:

The Prime Minister announces the appointment of a new Crown Corporation President and two new Deputy Ministers.

MR. J. LOUIS E. COUILLARD, Vice-Chairman and Director of The Economic Council of Canada, will become Deputy Minister of Forestry and Rural Development, effective September 1, to succeed Dr. L.Z. Rousseau, who will retire at that time.

MR. JEAN MIQUELON will succeed Mr. Louis Richard as President of Crown Assets Disposal Corporation on Mr. Richard's retirement on September 15.

Mr. Miquelon is at present in Europe for discussions relating to patents and patent legislation. In Mr. Miquelon's absence, Mr. Grandy will assume the role of Acting Deputy Registrar General until his appointment as Deputy becomes effective September 15.

MR. JAMES F. GRANDY, Assistant Deputy Minister of Finance, is appointed Deputy Registrar General, succeeding Mr. Jean Miquelon.

(Biographies are attached)¹

[¹Not included.]

Order in Council revising Salary of Deputy Ministers

CANADA
PRIVY COUNCIL

P.C. 1967-1292

Certified to be a true copy of an Extract of a Minute of a Meeting of the Committee of the Privy Council, approved by His Excellency the Governor General on the 28th June, 1967.

The Committee of the Privy Council, on the recommendation of the Prime Minister, advise that, effective the 1st day of January, 1967 (except where otherwise stated), the salary of each of the undermentioned persons be fixed at the rate of \$28,750 per annum:

E.B. Armstrong
Deputy Minister of National Defence

G.L. Lalonde
Deputy Minister of Public Works

J.W. Willard
Deputy Minister of National Health and Welfare (Welfare)

J.H. Warren
Deputy Minister of Trade and Commerce

C.M. Isbister
Deputy Minister of Energy, Mines and Resources

S.B. Williams
Deputy Minister of Agriculture (January 17, 1967)

D.S. Maxwell
Deputy Minister of Justice (March 1, 1967)

R.J. Uffen
Chairman, Defence Research Board (March 3, 1967)

J.R. Baldwin
Deputy Minister of Transport

Tom Kent
Deputy Minister of Manpower and Immigration

S.S. Reisman
Deputy Minister of Industry

G.V. Haythorne
Deputy Minister of Labour

(Sgd.) R.G. ROBERTSON
Clerk of the Privy Council

**Letter signed by Prime Minister for Approval of Continued
Employment of Deputy Minister having reached Age 65**

In accordance with section 20 of the Regulations under the Public Service Superannuation Act, I approve the continuation of employment in the Public Service of Dr. W. E. van Steenburgh, Deputy Minister of Mines and Technical Surveys, beyond his sixty-fifth birthday which will occur on December 24th, 1964.

(Sgd.) L. B. PEARSON
Prime Minister.

Ottawa,
June 17, 1964.

**Order in Council accepting Resignation of Deputy Minister
and appointing Successor**

CANADA

PRIVY COUNCIL

P.C. 1964-994

AT THE GOVERNMENT HOUSE AT OTTAWA

FRIDAY, the 3rd day of JULY, 1964

PRESENT:

HIS EXCELLENCY

THE GOVERNOR GENERAL IN COUNCIL.

His Excellency the Governor General in Council, on the recommendation of the Prime Minister, pursuant to the Department of Trade and Commerce Act, is pleased hereby to appoint Jack Hamilton Warren, Esquire, of the City of Ottawa, Ontario, to be Deputy Minister of Trade and Commerce, at a salary of \$23,000 per annum, effective September 1, 1964, vice James Alan Roberts, whose resignation is hereby accepted, effective the said date.

Certified to be a true copy
(Sgd.) R. G. ROBERTSON
Clerk of the Privy Council

**Letter signed by Minister in Charge of Department designating Acting
Deputy Minister**

The undersigned, as Acting Minister of Public Works, hereby designates Mr. Gerald Bowen Williams as the person to exercise the powers, duties and functions of the Deputy Minister of Public Works while the position of Deputy Minister is vacant consequent upon the retirement of Major General H. A. Young, or until action to change this designation is taken by the Minister of Public Works.

(Sgd.) G. E. HALPENNY
Acting Minister of Public
Works.

April 3, 1963.

MINISTERS

Ministerial Staffs

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**Submission to Treasury Board for Approval of Salary
of Ministerial Staff**

The Honorable the Treasury Board
L'honorable Conseil du Trésor

T.B. Number — C.T. N°.

Privy Council Office

January 24, 1968.

Department — Ministère

File — Dossier

Date

SUBJECT: EMPLOYMENT OF EXEMPT STAFF, OFFICE OF THE HON-
OURABLE G. GRANGER, MINISTER WITHOUT PORTFOLIO

PROPOSAL: To authorize payment of salary at the rate of \$13,500 per annum to
Mr. Robert Redmond who has been appointed as Executive
Assistant to the Minister, pursuant to subsection (1) of Section 37
of the Public Service Employment Act, effective February 21st,
1968.

SALARY BUDGET FOR

EXEMPT STAFF:	Permissible Expenditure for 1967-68	\$39,000.00
	Permissible Monthly Expenditure	6,500.00
	Expenditure for December 1967	554.41
	Expenditure to December 31, 1967	1,545.37

REMARKS:

- a) The appointment of Mr. Redmond can be accommodated within the Ministerial Salary Budget.
- b) The exempt staff engaged by the Minister at the present time is as follows:—

NAME	ANNUAL SALARY	CLASSIFICATION
Mr. R. Redmond	\$13,500	Executive Assistant
Miss S. Tink	\$ 7,500	Private Secretary
Miss A. Whalen	\$ 5,808	S. T. 7
Mr. R. Comrie	\$ 4,529	C. R. 3