Legislative Process -- Flowchart

Overview of the Federal Legislative Process in Canada

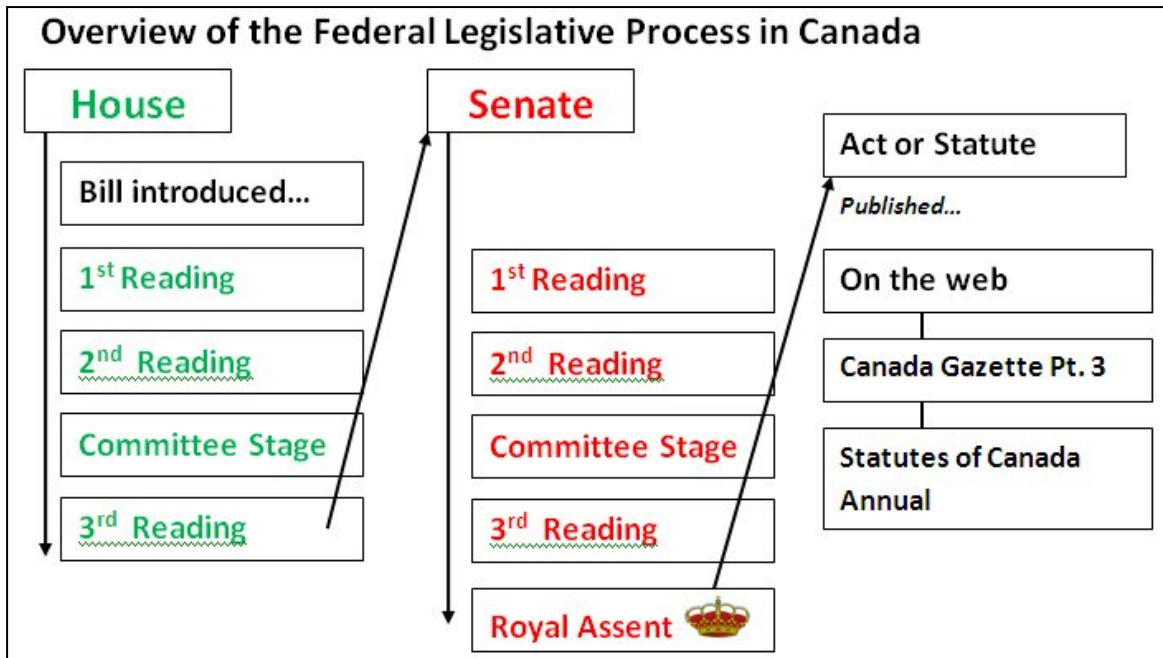| House	Senate	
		Act or Statute
Bill introduced…		*Published…*
1st Reading	1st Reading	On the web
2nd Reading	2nd Reading	Canada Gazette Pt. 3
Committee Stage	Committee Stage	Statutes of Canada Annual
3rd Reading	3rd Reading	
	Royal Assent	

1. Identify Legislation on your topic

There are many ways to find legislation under consideration (Bills), or in force (Acts or Statutes). There are several ways of finding legislation, including the following suggestions:

1.1 Use online indexes to "news events" to find reference to your topic, and hopefully any associated legislation… for example, use CBCA, Canadian Business & Current Affairs.

1.2 Search "LEGISinfo" at www.parl.gc.ca → Bills → LEGISinfo (in Left Menu)

> **LEGISinfo** provides excellent information for Bills introduced after the 37th Parliament - 1st Session (Jan. 29, 2001)

1.3 Look up the Ministry / Department you think might be responsible for a particular piece of Legislation.
- Table of Public Statutes and Responsible Ministers – (look up in Library Catalogue)
- ONLINE at URL: http://lois.justice.gc.ca/en/publaw/index.html

1.4 Search the Index to the Journals of the House of Commons
ONLINE: http://www.parl.gc.ca → **Chamber Business Home → Journals – Index**
PRINT: Look up in Library Catalogue

1.5 Look up older legislation using the Index to the Revised Statutes of Canada (latest 1985). Look up the 'topic' of interest using the index to identify associated Statutes (laws).
Revised Statutes are periodic cumulations of all the laws of the land – a great convenience!
The Revised Statutes work best in conjunction with the *Annual Statutes of Canada (in print)*.

2. Find the Bill Associated with your legislation

You need to determine **when** (i.e. *during which **Parliament & Session***) your Bill was passed. **Bill numbers are reused**, so if you do not have an idea of when your legislation was passed, you'll need to work your way back through the various Parliaments and Sessions to find *your* Bill. This is why having a rough idea of the 'timeframe' for your Bill is important.

Canada -- House of Commons			
Sessional Dates for Online Legislative Information			
Parliament	**Session**	**Start Date**	**End Date**
35th	1st	17-Jan-94	02-Feb-96
35th	2nd	27-Feb-96	25-Apr-97
36th	1st	22-Sep-97	18-Sep-99
36th	2nd	12-Oct-99	22-Oct-00
37th	1st	29-Jan-01	16-Sep-02
37th	2nd	30-Sep-02	12-Nov-03
37th	3rd	02-Feb-04	23-May-04
38th	1st	04-Oct-04	29-Nov-05
39th	1st	03-Apr-06	14-Sep-07
39th	2nd	16-Oct-07	07-Sep-08
40th	1st	18-Nov-08	04-Dec-08
40th	2nd	26-Jan-09	30-Dec-09
40th	3rd	03-Mar-10	26-Mar-11
41st	1st	02-Jun-11	--

> Remember that **WHEN** something happened (*i.e. which Parliament/Session*) is essential to finding the legislative documents you're after.

2.1 BILLS

ONLINE -- *1994 to present:*
- o   Go to the Parliamentary web site (http://www.parl.gc.ca)
- o   Click on "**Bills**" on the "Main Menu"
- o   Choose the appropriate *Parliament & Session* on the Left Menu (at bottom)
- o   Click on "**Status of House Business"** under "*House of Commons*" on the Left Menu
- o   Choose the *type* of Bill you're after (e.g. Government, Private, or Private Members Bill)
- o   Scroll to the *Bill Number* you're after, or use "**CTRL-F**" to find it on the web page

ONLINE -- *2001 to present:* Search "**LEGISinfo**" at www.parl.gc.ca → **Bills** → **LEGISinfo**

> **LEGISinfo** provides excellent information for Bills introduced *after* the 37th Parliament - 1st Session (Jan. 29, 2001)

PRINT – holdings vary by library

2.2 ACTS / STATUTES -- Bills that are passed are known as Acts or Statutes.
   ONLINE – Full-text of current laws at http://laws.justice.gc.ca/en/index.html
   PRINT – holdings vary by library

3. Find Debates on the Bill:

ONLINE -- *1994 to present:*
   http://www.parl.gc.ca → **Chamber Business Home** → **Debates – Indexes**
   (Note: '*old style*' indexes up to 38th Parl. 1st Session, then '*searchable*' index available)
PRINT – holdings vary by library
   Indexes found at end of each session.

4. Some Useful Links:

- Canadian Legislation Online   http://laws.justice.gc.ca/en/index.html
- FAQ on legislative documents   http://www.parl.gc.ca/LEGISInfo/Faq.aspx?Mode=1&Language=E
- How an Ontario Bill becomes Law
http://www.ontla.on.ca/lao/en/media/laointernet/pdf/bills-and-lawmaking-background-documents/how-bills-become-law-en.pdf

5. Locating Print Resources:

Federal Print Resources:	Call Number/Location:
Debates *Journals* *Order Paper and Notice Paper* *The Statutes of Canada (annual)* *The Revised Statutes of Canada Index* *Canada Statute Citator* *Table of Public Statutes and Responsible Ministers* *Canada Gazette Part III (Bills as passed)* *Bills (unbound, on Reference)* *Ottawa Letter(CCH Canada)*	All of these resources are available in print and may be available at your local Public and/or Academic Library. Check the Library Catalogue and/or consult with Library staff.

Ontario Print Resources:	Call Number/Location:
Debates *Gazette* *Statutes of Ontario (annual)* *Revised Statutes of Ontario* *Office Consolidations* *Bills (recent bills are unbound, on Reference)* *Votes & Proceedings* *Orders & Notices*	All of these resources are available in print and may be available at your local Public and/or Academic Library. Check the Library Catalogue and/or consult with Library staff.

Finding Canadian Depository Libraries:
http://publications.gc.ca/site/eng/locatingOurPublications/depositoryLibraries/index.html

6. Navigating the Parliament of Canada Web Site:

Much of what you'll need can be found under "Parliamentary Business", as shown below. Here, you'll find "Chamber Business", "Committees", and "Bills".