

Volumes 1-116

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Finding Aid 992

also  
See RG 1 E 3

The 'State Books' of the Executive Council of the Province of Canada, 1841-1867, and of its predecessors in Upper and Lower Canada, 1791-1841, and Quebec, 1764-1791, record the Minutes of Council deliberations on matters of state. Land matters relating to individuals were handled by the Land Committee, whose minutes are recorded in the 'Land Books' (see series L 3 and L 3 L). Questions of policy on land grants, the acquisition and distribution of Indian lands, Military Reserves (the Ordnance Lands transferred to civil control) and similar topics were generally considered to be State Matters and are found in this series. RG-1 L1

The Minutes of decisions, when written out in the form of extracts, are known as Orders-in-Council and serve as authority for actions. A few copies of early Orders are found among the drafts in series E 2, while others may be located among the records of their recipients (eg. the Surveyor General, Inspector General or Attorney General). From 1841 to 1867, the Clerk of the Executive Council kept a complete set of the Orders-in-Council and these records now form series E 8. The submissions on which they were based form series E 7 (submissions decided upon), E 5 (submissions Put-By) and E 4 (Despatches referred to Council. The Submissions for Upper Canada, 1791-1841, are found in series E 3. The Submissions for Quebec and Lower Canada, 1764-1841, have survived in fragmentary and scattered state: some may be found in series E 2, in RG 4 B 6 and in RG 14 A 1.

The Minute Books form four series, by province, and are accompanied by a variety of internal indexes, tables of contents and comprehensive or analytical indexes prepared by the Clerk of the Council, all of which are described below. Volumes 97-104 are shelved in the Reference Room as Finding Aid 992. The shelf list which follows this inventory entry correlates the State Book letter designations, volume numbers and microfilm reel numbers.

The complete series has been microfilmed; consult the shelf list for reel numbers. An earlier version of the shelf list is available on microfilm (reel C-4623). The volumes have been removed from circulation for conservation purposes. RESEARCHERS MUST USE THE MICROFILM.

#### QUEBEC, 1764-1791 (volumes 1-28, 105-116)

Minutes of the Council of Quebec, 1764-1775 (volumes 105-107) record both executive and legislative affairs treated by the Council, in accordance with the Commission and Instructions issued to James Murray. Minutes of the Legislative Council set up by Guy Carleton (volumes 108-110) and the Executive Council (volumes 28 and 111-115) record deliberations of 1775-1791.

Most volumes contain a table of contents or rough index. Volume 116 is a partial analytical index for volumes 105-107. Certified type-scripts of volumes 105-115 are shelved as volumes 1-27.

#### LOWER CANADA, 1791-1841 (volumes 29-45)

The Minute Books for Lower Canada, 1791-1841 (volumes 29-42) each contain a table of contents. An analytical 'index' for the whole series is available (volumes 43-44), together with a transcription made in 1916 from a duplicate copy of this 'index' for 1791-1825 held at the Chateau Ramezay (volume 45).

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**UPPER CANADA, 1791-1841 (volumes 46-57)**

The first Minute Book, 1792-1796, was used for both Land and State Matters in Upper Canada and is found with the Land Books (see L 1, volume 19). The State Books for 1797-1841 (volumes 46-57) each contain an alphabetic index of names and subjects.

**CANADA, 1841-1867 (volumes 58-104)**

Minute Books of the Executive Council of Canada, 1841-1867 (volumes 60-93) are described in detail in the Analytical Index (volumes 97-104 -- shelved as Finding Aid 992). Several partial and draft indexes (volumes 58-59, 65 and 94-96) have been preserved for the light they throw on the composition of the Analytical Index. Each Minute Book contains a table of contents as well. Volumes 60 and 67 contain certain submissions to Council, 1842-1846, but the main series of Submissions is found in E 7

**TO USE THE ANALYTICAL INDEX**

- 1 Consult volume 97 (Index) under the appropriate nominal or subject heading; note the volume and page reference;
- 2 Consult volumes 98-104 (Analytical Lists, labelled 2-8), using their single digit designation as the volume reference corresponding to that given in the Index; note the State Book letter and date of meeting (in left-hand margin) and page (at end of description) given for the topic in question;
- 3 Consult the shelf list for this series (E 1) to find the volume number and microfilm reel number for the State Book;
- 4 Request the volumes by microfilm reel number.

**SUGGESTED FORM OF CITATION**

first reference: PAC, Executive Council Office, RG 1 E 1,  
State Minute Book E, Upper Canada, 1807-1811,  
vol. 49, p. 32.  
subsequent references: PAC, RG 1 E 1, Upper Canada State Book E, p. 35.  
or PAC, RG 1 E 1, vol. 49, p. 35.

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