



Resolution Duly Approved by the
Métis Nation-Saskatchewan
Provincial Métis Council on September 19, 2024
#240919-05

Rules of Procedure for the General Assembly

WHEREAS the Métis Nation – Saskatchewan (MN-S) recognizes the distinctiveness of Métis identity, culture, values and language - inclusive of knowledge keepers, Elders, Youth and distinctive resources – which is incorporated into proposals and decisions of the Provincial Métis Council (PMC);

WHEREAS the *Constitution of the Métis Nation – Saskatchewan* designates that a General Assembly of Métis citizens shall be held every year; and

WHEREAS the conduct of the General Assembly would benefit by having clear and established rules for all procedures to ensure that meetings are managed in a consistent and credible manner;

THEREFORE BE IT RESOLVED that the PMC approves procedures to govern the conduct of General Assemblies as found in Schedule A to this motion, the document titled *Rules for the Métis Nation – Saskatchewan General Assembly*.

Dated this 19th day of September, 2024

Moved by: Glen McCallum, President

Seconded by: Michelle LeClair, Vice President

Schedule A to Resolution #240919-05
“Rules of the Métis Nation – Saskatchewan General Assembly”

TABLE OF CONTENTS

PREAMBLE

GENERAL

- 1 Procedure in unprovided cases
- 2 Attendance
- 3 Publication of proceedings and documents

SPEAKER AND DEPUTY SPEAKER

- 4 Participation in debate
- 5 Speaker’s ruling
- 12 Items of business postponed

ORDER AND DECORUM

- 13 Speaker to preserve order and decorum
- 14 Recognition by Speaker
- 15 Participation by non-members
- 16 Rules for decorum
- 17 Inappropriate language and actions
- 18 Disorder
- 19 Observers

RULES OF DEBATE

- 20 Member may only speak twice
- 21 Time limits
- 22 Documents cited
- 23 Points of order

MEETINGS OF THE GENERAL ASSEMBLY

- 6 Ordinary time
- 7 Procedure at time of adjournment
- 8 Recess or adjournment

BUSINESS OF THE GENERAL ASSEMBLY

- 9 Prayers
- 10 Precedence of business
- 11 Withdrawal of items of business

MOTIONS AND AMENDMENTS

- 24 Requirements for motions
- 25 Motions not included in the agenda
- 26 Moving a motion
- 27 Amendments to motions
- 28 Speaker’s list
- 29 Calling the question
- 30 Motions out of order
- 31 Debatable motions
- 32 Non-debatable motions
- 33 Voting on motions

SUSPENSION OR AMENDMENT OF RULES

- 34 Motion to suspend or amend

PREAMBLE

WHEREAS the Métis Nation – Saskatchewan Constitution provides for a General Assembly to be convened annually and when necessary to ratify amendments to the Constitution; and

WHEREAS section 14 of the *Assemblies Act* provides for the establishment of rules to govern the meetings of the General Assembly, subject to the principles set out in that section; and

WHEREAS it is desirable to establish rules, built on Métis customs and traditions of respect, order and decorum, to govern meetings of the Métis Nation – Saskatchewan General Assembly in accordance with the Constitution and the *Assemblies Act*; and

Therefore, the Provincial Métis Council, as authorized by the Métis Nation Legislative Assembly in accordance with the *Assemblies Act*, hereby establishes the following rules to govern the meetings of the General Assembly:

GENERAL

Procedure in unprovided cases

1 *Roberts Rules of Order Newly Revised*, current edition, shall govern the General Assembly in all procedural matters not otherwise covered by the Métis Nation – Saskatchewan Constitution, the *Assemblies Act*, or these Rules.

Attendance

2(1) Members may attend a meeting of the General Assembly in person at a venue designated as the main location or a satellite location.

(2) The Speaker may call for a count of the members present at a meeting of the General Assembly who are eligible to vote at any time.

Publication of proceedings and documents

3(1) The official record of the meeting of the General Assembly consists of the Minutes as prepared by the Clerk and approved by the Speaker.

(2) The official documents of the General Assembly shall be printed and published only under the authority of the Clerk.

SPEAKER AND DEPUTY SPEAKER

Participation in debate

4 The Speaker and Deputy Speaker shall not take part in any debate before the General Assembly.

Speaker's ruling

5 A member who disagrees with a ruling by the Speaker or Deputy Speaker may appeal the ruling to the General Assembly as follows:

1. once recognized by the Speaker, the member shall move a motion stating, "shall the ruling of the Speaker (or Deputy Speaker) be upheld";
2. the motion requires a seconder;
3. there is no debate on the motion;
4. the Speaker shall put the motion to a vote.

MEETINGS OF THE GENERAL ASSEMBLY

Ordinary time

6 The ordinary time for the meeting and adjournment of the General Assembly is from 9:00 a.m. until 5:00 p.m., with a recess approximately midway through each of the morning and afternoon.

Procedure at time of adjournment

7 At the time of adjournment of the General Assembly, the Speaker shall interrupt the proceedings and adjourn the General Assembly without question put, provided that all business pending at that

time is tabled until the next meeting of the General Assembly.

Recess or adjournment

8(1) A motion that the General Assembly recess or be adjourned may be moved without notice by any member when a question is not under debate, in accordance with the following process:

1. once recognized by the Speaker, the member shall move a motion to recess or adjourn for a specified period of time;
2. the motion requires a seconder;
3. there is no debate on the motion;
4. the Speaker shall put the motion to a vote.

(2) If a motion to recess or adjourn is defeated, no second motion to the same effect may be made until after some intermediate proceeding has taken place.

(3) The Speaker shall make an announcement five minutes before the expiry of a recess or adjournment to summon members back to the General Assembly.

BUSINESS OF THE GENERAL ASSEMBLY

Prayers

9 Lii Vyeu Moond will open and close each meeting of the General Assembly with a prayer.

Precedence of business

10 All agenda items shall be taken up in the order in which they are included on the agenda.

Withdrawal of items of business

11(1) A member may withdraw an item of business on the agenda that is in the member's own name when it is called, provided the item of business has not already been moved and seconded.

(2) Items of business that have been moved and seconded may be withdrawn only by unanimous consent of the General Assembly upon the request of the member who moved the motion.

Items of business postponed

12 Whenever an item of business before the General Assembly is interrupted pursuant to a Rule or Order, unless otherwise provided, the proceeding postponed is to be taken up at the same stage

where its progress was interrupted.

ORDER AND DECORUM

Speaker to preserve order and decorum

13 The Speaker shall preserve order and decorum in the General Assembly and, when deciding questions of order, shall state the Rule or authority applicable to the decision.

Recognition by Speaker

14 No member may speak until they obtain the recognition of the Speaker, and all members shall address their remarks to the Speaker and to the merits of the motion under discussion.

Participation by non-members

15 Staff or consultants may be requested to be available to the General Assembly to respond to questions or provide factual information.

Rules for decorum

16 Members shall maintain the decorum of the General Assembly by observing the following rules:

- (a) smoking is not permitted;
- (b) mobile and cellular telephones, laptops, tablets and handheld computers, including personal digital assistants, may be used while the General Assembly is sitting, provided they are operated silently and not used as a telephone, recording device, camera, or pager;
- (c) members shall refrain from loud private conversations;
- (d) members shall comply with directions from the chair designated by the Speaker to assist with the maintenance of order and decorum at each satellite location where the General Assembly is held.

Inappropriate language and actions

17 When a motion is under discussion, no member shall:

- (a) interrupt the member speaking except to raise a point of order;
- (b) reflect on the absence of another member;
- (c) reflect on the conduct of the Speaker or other presiding officer;
- (d) use offensive, provocative or threatening language;

- (e) involve the Speaker, any presiding officer, or officer of the General Assembly in the debate;
- (f) censure, attack, make personal references, or impute the motives of any officer or employee of the General Assembly;
- (g) persist in irrelevance or tedious repetition, either of his or her own arguments or of the arguments used by other Members;
- (h) excessively read extracts from documents, books, publications, and correspondence;
- (i) quote anything that if stated directly would be contrary to the Rules and practices of the Assembly; or
- (j) involve persons other than members in the debate.

Disorder

18(1) The Speaker may, after providing two warnings, suspend any member who persistently disregards the Speaker's authority to preserve order and decorum and, if the member refuses to leave the General Assembly, shall direct Dumont's Scouts, security contracted by Métis Nation – Saskatchewan for the General Assembly or the designated chair in a satellite location, to escort the member from the General Assembly.

(2) In the case of grave disorder, the Speaker may recess the General Assembly, without question put, to a time to be determined by the Speaker.

Observers

19 While the General Assembly is meeting, any person other than a member admitted to any part of the General Assembly or gallery who causes disorder or does not withdraw when so ordered by the Speaker shall be taken into custody by Dumont's Scouts, security contracted by Métis Nation – Saskatchewan for the General Assembly, or the designated chair in a satellite location, and expelled.

RULES OF DEBATE

Member may only speak twice

20 A member may only speak twice to a motion, unless responding to a question from another member.

Time limits

21 A member may only speak for two minutes at any time.

Documents cited

22 A member who quotes any document in debate is required to provide the document to the Clerk to be distributed to all members, if requested by any member.

Points of order

23(1) A member addressing the General Assembly, if called to order either by the Speaker or on a point raised by another member, shall cease speaking while the point of order is being stated, after which the member may explain.

(2) Before the Speaker makes a decision with respect to the point of order the Speaker may permit other members to speak to it, but such interventions must be strictly relevant to the point of order taken.

MOTIONS AND AMENDMENTS

Requirements for motions

24(1) The following rules apply to motions:

- (a) every motion must be drafted in the form of a proposition such that, if adopted, it becomes either a resolution or Order of the General Assembly;
- (b) a motion may not be moved if it raises substantially the same question as one that has already been decided in the same sitting;
- (c) motions must be consistent with the Constitution unless the motion is to ratify a proposed constitutional amendment;
- (d) motions must not conflict with previously passed resolutions unless the motion clearly states that there is a conflict and seeks to establish a new or modified mandate or direction;
- (e) if a motion has significant cost implications, it should address relevant cost considerations for its implementation;
- (d) a motion may not be operational in nature.

(2) The Clerk will establish a resolutions committee to ensure that all motions submitted by members for inclusion in the agenda are consistent with the guidelines established in subsection (1).

Motions not included in the agenda

25 A motion that is not included in the agenda may not be introduced to the General Assembly unless a motion to consider that it be dealt with is moved and seconded and is supported by two-thirds of those voting.

Moving a motion

26(1) A member who wishes to move a motion shall state the motion so that it can be reduced to writing and displayed on the screen in the General Assembly.

(2) When a motion is seconded, the Speaker shall read the motion to the General Assembly and open the motion to debate.

Amendments to motions

27(1) An amendment may be moved to any debatable motion to omit or insert words in the motion except as otherwise prohibited by these Rules.

(2) An amendment to omit all words is not in order.

(3) An amendment to an amendment is not in order.

(4) A motion to amend a main motion must be in writing, requires a seconder, is debatable and requires the support of a simple majority to pass.

(5) If a motion to amend is accepted by the Assembly, the debate then resumes on the main motion as amended and the main motion must ultimately be voted on.

Speaker's list

28 The Speaker shall maintain a list of the names of members who have indicated they wish to speak to a motion and the list of names shall be displayed on the screen in the General Assembly in the order in which they will be recognized.

Calling the question

29(1) A request to call the question is in effect a motion to close debate and can only be made as follows:

1. the member must be recognized by the Speaker and move a motion to close debate;
2. the motion requires a seconder;
3. there is no debate on the motion;

4. the Speaker shall put the motion to a vote.

(2) A motion to close debate requires the support of two-thirds of those voting to pass.

(3) If a motion to close debate is accepted by the Assembly, the Speaker shall then put the motion in relation to which debate is now closed to a vote.

(4) If a motion to close debate is defeated, the debate continues.

Motions out of order

30 When the Speaker is of the opinion that a motion offered is contrary to these Rules and therefore out of order, the Speaker shall inform the General Assembly immediately, before putting the question, and quote the authority applicable to the case.

Debatable motions

31(1) Except as otherwise specified in these Rules, the following motions are debatable:

- (a) motions contained in the agenda;
- (b) for the concurrence in a report submitted to the General Assembly;
- (c) for the appointment of a committee;
- (d) for reference of a report or other documents to a committee or other body ;
- (e) for the suspension of any of these Rules;
- (f) any other motion that may be required for the observance of the proprieties of the General Assembly, the maintenance of its authority, the appointment or conduct of its officers, the management of its business, the arrangement of its proceedings, the correctness of its records, the fixing of its sitting days, or the times of its meeting.

Non-debatable motions

32 All motions other than those described in section 31 shall be decided without debate or amendment.

Voting on motions

33(1) The Chief Electoral Officer may be engaged to oversee the voting process.

(2) Voting policy and rules will be established and available to all members of the General Assembly before voting takes place.

(3) Where voting at a General Assembly is to be conducted in person, the Speaker will ask all those to indicate whether they vote “yes”, “no” or abstain. The tally of votes will be used to determine the total required to carry the motion.

(4) Where voting at a General Assembly is to be conducted on-line, the system must ensure the authentication of voters and secrecy of the vote, and must include security protocols and data and privacy protection measures.

SUSPENSION OR AMENDMENT OF RULES

Motion to suspend or amend

34 These Rules can be suspended or amended at any time by a motion of the General Assembly identifying the rule to be suspended or amended as follows:

1. once recognized by the Speaker, the member shall move a motion to suspend or amend a rule or rules as identified;
2. the motion requires a seconder;
3. the motion is debatable;
4. once debate has concluded or the question has been called in accordance with section 33, the Speaker shall put the motion to a vote.