TCSA **Policies & Procedures**

Section: Board Governance & Operations Reference: 2.17

Policy Title: **Rules of Order, Debate, Motions, Resolutions & Voting**

Policy Statement:
The TCSA recognizes that legal obligations placed upon the Board as a corporate body require rules of order, debate, motions, resolutions and voting. However these rules must strike an effective balance between the traditional decisionmaking practices of the Tłı̨chǫ people and modern corporate practice and parliamentary conventions.

Purpose:
The purpose of this policy is to describe the manner in which meetings will be conducted using a blend of traditional Tłı̨chǫ and modern parliamentary practices.

Procedures:
1. Discussion at Board meetings is intended to produce consensus among the members out of respect for Tłı̨chǫ tradition. Discussion of business matters will generally continue until consensus is reached, at which time the matter is formalized in motion form and voted upon;

2. Where circumstances warrant, other conventions of parliamentary procedure that facilitate efficient conduct of business may also be used. In the event that consensus is not reached, the matter may be moved and voted upon in accordance with common meeting conventions, it may be referred to a committee for study, or it may be tabled for later discussion or further research by Agency staff;

3. All questions will be decided by a vote on the motion, normally by show of hands, but any member may request that voting on a particular question be done by secret ballot. A majority vote of the members present is required for a motion to be voted on by secret ballot;

4. Procedural rules may be varied for a particular meeting if a majority of the

members present at the meeting believe that temporary rule changes are advisable under the circumstances. All such changes shall be approved by resolution;

5. Debate is controlled by the Chairperson. Members shall speak only when recognized by the presiding officer. Debate shall be relevant to the question before the meeting. The presiding officer will remind the members to confine their remarks accordingly whenever it is necessary to do so;

6. Debate is generally unlimited, and normally will continue until such time as the business at hand requires, but individual members are expected to keep their remarks as brief and to the point as possible. Debate may be redirected or cut off at the discretion of the chair;

7. A point of privilege (a matter dealing with the rights or interests of the Board as a whole or of a member personally) may be raised at any time and shall be dealt with immediately. A point of order (a matter dealing with the rules and procedures of the Board) shall be dealt with in a similar manner.

8. No member shall interrupt another member who has the floor except to raise a point of order or a point of privilege.

9. Motions represent the views of members. When voted upon and passed as resolutions, motions become the expressions of the actions of the Board. As such it is important that motions be phrased as clearly as possible, to eliminate the possibility of unintended interpretations;

10. All motions shall be seconded except to nominate someone for a Vice-Chairperson or committee positions;

11. All motions are debatable. The presiding officer may limit debate on procedural motions and call for a vote at any time;

12. No resolution of the Board shall be reconsidered during the calendar year following its passing unless by unanimous agreement of the board members;

13. Members are encouraged to present their motions in written form and, if possible, to submit these written motions to the Board office in advance of Board meetings;

14. Each member has one vote. The chairperson may vote to break a tie.

15. The chairperson will excuse a member from voting only because of conflict of interest.

Authorities:
TCSA Act 13; Education Act, 117; Hospital Insurance & Health and Social Services Administration Act, 10(10), 13(1)

Approval Dates: 2008/June 19

Chairperson _____ CEO _____