

EDMONTON PUBLIC SCHOOLS

May 11, 2010

TO: Board of Trustees
FROM: Trustee K. Shipka
SUBJECT: Motion re Debate on Motions

RECOMMENDATION

That the second bullet for the current policy on debate on motions be amended to read as follows: *The mover of a motion may speak first to that motion. Thereafter, each Trustee will have an opportunity to ask questions for clarification. When the Chair calls for formal debate, Trustees will have two opportunities to speak, for a maximum of three minutes each time. Permission to extend the limits of debate may be granted by the Chair if the majority of Trustees concur. The mover of the motion will be given an opportunity to close debate.*

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Notice of the above motion was served at the April 27, 2010 board meeting.

KS:mmf

- APPENDIX I - Excerpt from Trustees' Manual – Meetings of the Board – Debate on Motions
- APPENDIX II - Excerpt from Calgary Public Board of Education Meeting Procedures
- APPENDIX III - Excerpt from City of Edmonton Council Meeting Procedures

Excerpt from Trustees' Manual – Meetings of the Board

Debate on Motions

- The Chair, or other presiding Trustee, may express an opinion on any subject under debate.
- The mover of a motion may speak first to that motion. Thereafter, each Trustee will have an opportunity to ask questions for clarification. When the Chair calls for formal debate, Trustees will have two opportunities to speak. Trustees are encouraged to speak to the issue and to keep their comments to a maximum of five minutes. Permission to extend the limits of debate may be granted by the Chair. The mover of the motion will be given an opportunity to close debate.
- Trustees, before speaking, should address the Chair or other presiding Trustees, and confine themselves to the question under debate.
- When two or more Trustees address the Chair at the same time, the Chair will identify who may speak first.
- While speaking, Trustees will not be interrupted except on a point of order or for the purpose of explanation.
- If any members transgress the rules, the Chair, or any other member, may call them to order. The members called to order will immediately be silent, but will be permitted to explain later. The Board, if appealed to, will decide on the case, without debate.
- As long as it does not interrupt a speaker, Trustees may require the question under discussion to be read at any time during the debate.
- While the Chair is putting the question, Trustees may not speak or move about the room. Trustees may not speak after the question has been put by the Chair.

Appendix II

- (g) Every individual, prior to speaking, shall address the Chair, and remarks shall be confined to the motion under consideration.
- (h) At the conclusion of the question period, the Chair states the motion, thus placing it on the floor for debate. After the motion has been stated by the Chair, it is the property of the Board of Trustees and the maker must receive the approval of the Board, either by consent or by formal approval, to withdraw or modify his own motion.
- (i) The mover of the motion shall be given the opportunity to speak first and open debate.
- (j) No Trustee may speak more than twice during the debate on any motion, except under the following circumstances:
 - (i) When a Trustee feels he/she has been misquoted or misunderstood, the Trustee may, after receiving permission from the Chair, explain a material part of his speech but the Trustee may not introduce any new matter and there shall be no debate on the explanation;
 - (ii) Before the debate has been closed and the vote called, provided no other Trustee has the floor, a Trustee may request that the motion be read aloud;
- (k) Unless the Board of Trustees by a majority vote extends the time, no Trustee shall speak more than twice for three minutes each on any motion.
- (l) During the debate, each trustee has the right to speak twice on the same question, but cannot make a second speech so long as any Trustee who has not spoken on that question desires the floor.
- (m) When debate is closed, and prior to calling the question on the motion, the Chair shall always have the right and responsibility to make clear the exact question that the Board of Trustees is deciding and to make sure that Trustees understand the effect of an "aye" and of a "no" vote prior to calling the question on the motion.

(10) Motion to Adjourn

- (a) A motion to adjourn is always in order, except when a motion to adjourn was the immediately preceding motion, and takes precedence over all others, but it must not be entertained while a member is speaking nor while a vote is in progress.

(11) Voting on Motions

- (a) The Chair and each Trustee present must vote on all questions, unless excused from voting in accordance with Section 72 of the *School Act*. Each question shall be decided by a majority of the votes of those Trustees present. Any question on which there is an equality of votes shall be deemed to be negative.

Appendix III

matter will be dealt with as unfinished business and proceeded with at the next regular meeting of Council.

- (2) If Council is unable to achieve quorum at any meeting on an issue due to allowable abstentions, then Council must ask the Minister of Municipal Affairs for an order under the *Municipal Government Act*.

**VOTING
PROCEDURES**

- 115 Votes on all motions must be taken as follows:
- (a) Councillors must be in their designated Council seat when the motion is put;
 - (b) the Chair must put the motion;
 - (c) Councillors must:
 - (i) use the electronic or computerized voting system if it is available;
 - (ii) vote by a show of hands if the electronic or computerized voting system is unavailable;
 - (iii) vote verbally if participating by a communication facility;
 - (d) the Chair must declare the result of the vote.

**NO CHANGE TO
VOTE**

- 116 After the Chair declares the result of a vote, Councillors may not change their vote for any reason.

**SILENCE ONCE
QUESTION IS PUT**

- 117 From the time the question is put by the Chair until the result of the vote is declared, Councillors must be silent and must not leave their seats.

PART IX - RULES GOVERNING DEBATE**ORDER OF
SPEAKERS**

- 118 The Chair will determine the speaking order when two or more Councillors wish to speak, subject to a Challenge.

ADDRESS CHAIR

- 119 Councillors must address the Chair when speaking.

INTERRUPTIONS

- 120 Councillors who have been assigned their turn to speak may only be interrupted by other Councillors including the Chair:

- (a) when a Councillor is discussing a subject and no motion is

on the floor;

- (b) when a Councillor has exceeded the time limit to speak;
- (c) by a call for Orders of the Day;
- (d) by a Point of Privilege;
- (e) by a Point of Order;
- (f) by an objection to the consideration of a motion; or
- (g) by a Challenge.

**COUNCILLOR
CALLED TO ORDER**

- 121 (1) A Councillor who is called to order must immediately stop talking, but must be given an opportunity to Challenge before debate is closed.
- (2) Council will decide the Challenge without debate.

PROHIBITED ACTS

122 Councillors must not:

- (a) speak disrespectfully of the Sovereign or any of the Royal Family, or of the Governor General or of the Lieutenant Governor, or of any member of any other governing body in Canada or Council;
- (b) use offensive words in Council Chambers, or against Council or any Councillor;
- (c) discuss a vote of Council, unless to move to reconsider, renew or rescind;
- (d) break the rules of Council or disturb the proceedings; or
- (e) disobey the decision of the Chair or of the Council on any question of order, practice or interpretation.

**REQUEST TO HAVE
MOTION
CONSIDERED**

- 123 A Councillor may require that the motion being considered be read at any time during debate, but must not interrupt a speaker.

**NUMBER OF
SPEECHES**

- 124 Unless otherwise provided in this bylaw, Councillors may speak only twice on any motion, once in debate and once to ask questions; however, Council may give permission to speak again.

TIME LIMITS

- 125 Each Councillor may speak for only five minutes:

- (a) by asking questions on a motion;
- (b) in debate on a motion;
- (c) by asking questions on an amendment;
- (d) in debate on an amendment; and
- (e) in reply, when the Councillor is the mover of the motion;

unless Council gives permission, by a Two-Third Vote, to speak for an additional five minutes.

OPPORTUNITY TO BE HEARD	126	Each Councillor will be given an opportunity to speak to a motion before it is put to a vote, unless a motion is passed to limit or end debate.
PARTICIPATION BY CHAIR	127	The Chair must leave the chair to participate in debate, unless debate from the Chair is expressly permitted by this bylaw.

PART X - DUTIES OF THE CHAIR

CHAIR TO MAINTAIN ORDER	128	The Chair will preserve order and decorum and decide all questions of procedure.
CITING REASONS FOR DECISIONS	129	When the Chair makes a decision on a question of procedure, except a Parliamentary Inquiry, he must provide a reason for the decision.
LEAVING CHAIR	130	If the Chair wishes to leave the chair for any reason, he must call on the Deputy Mayor, or in his absence, the Acting Mayor, to preside.
GRANTING PERMISSION TO APPROACH COUNCIL	131	Anyone who is not a Councillor is not allowed to cross the Council Bar or to speak to any Councillor without the Chair's permission.

PART XI - DISCIPLINARY PROCEDURES

CALLING COUNCILLOR TO ORDER	132	The Chair may call to order any Councillor who is out of order.
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