

# CONVENTION RULES OF ORDER 2025

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## Convention Procedure

1. The President, or a person designated by the President, is the chairperson (or “Chair”) of the Convention.
2. A delegate must be recognized by the chair and must state their name and chapter before speaking to a motion, resolution, or report. Delegates shall confine their remarks to the question under discussion. Speaking time is limited to two minutes.
3. The convention hall will have designated “pro” and “con” microphones. Delegates speaking in favour of a motion shall proceed to a “pro” microphone. Those speaking in opposition to a motion will proceed to a “con” microphone. The chair will alternate between pro and con speakers.
4. A delegate who has spoken to a motion may be recognized by the chair to ask a question of clarification immediately following a response to their original comment. Questions are limited to 30 seconds, and are for clarification only; not an opportunity to extend debate.
5. After three speakers have spoken consecutively “pro” or “con” to a motion, the chair will test the delegates to see if they wish to continue with debate. A motion to call the question shall be put, and if it passes, the original motion is put to the delegates for a vote. If the motion fails, debate shall continue.
6. No person may speak more than once on a motion until all members who wish to speak have had an opportunity to do so.
7. No person shall interrupt a speaker during debate on a motion, except to raise a point of order or point of privilege. At the request of the Chair, a speaker shall be seated until a point of order is decided.
8. A delegate may appeal a decision of the Chair by being recognized at any microphone and saying “I challenge the decision of the Chair”. The question is not debatable, except that the challenger and the Chair may explain their positions. Where there is an appeal, the Chair shall put the following question to delegates: “Shall the decision of the Chair be upheld?”
9. The Chair shall name any member who persists in unparliamentary conduct, and submit the member’s conduct to the judgment of the Convention.

## Debate

10. If a motion to accept a Committee report carries, the report is adopted. It becomes the decision of the Convention. If defeated, it may be referred back to the Committee for reconsideration.
11. Resolutions include all proposals to provide direction to the union (policy), or to amend the Constitution (constitutional).

12. No resolution can be moved, or amended, from the floor of convention.
13. Resolutions are submitted by members through their Chapters or by the Board of Directors before the Convention and are presented by the Resolutions Committee with a recommendation “in favour” of, or “opposed” to, the resolution. Convention delegates vote on the resolution, not the position of the Resolutions Committee.
14. An extraordinary resolution may be submitted, but only if it arises from circumstances preventing the resolution from being submitted in the normal manner. A delegate who wishes to raise an extraordinary resolution must submit it to their Regional Director, who will bring it to the Board of Directors. The Board determines if the topic meets the definition of extraordinary. When a resolution has been deemed extraordinary, the Resolutions Committee will then indicate whether it is “in favour” of, or “opposed” to the resolution.
15. During the debate of a resolution, no motion shall be in order except to table, to refer, or to call the question. If such a motion is defeated, it cannot be renewed until after an additional proceeding (example: another speaker or different motion).
16. A delegate cannot make a motion to table, to refer, or to call the question if they have already spoken to the original motion.
17. A motion to table is not debatable.
18. A delegate may move to refer a resolution to the Resolutions Committee with or without instruction. A motion to refer to the Resolutions Committee is not debatable.
19. A delegate may move to refer a policy resolution to the Board of Directors. A motion to refer to the Board of Directors is debatable. If the motion to refer passes, the Board of Directors will decide on the resolution, ordinarily after the conclusion of Convention.
20. Any policy resolution not dealt with by the Convention due to time limitations is automatically referred to the Board of Directors. Any constitutional resolution not dealt with by the Convention automatically dies.
21. During the debate of any motion, the chair may test the house by a vote of delegates to determine if there is an appetite to continue debate. Any delegate may move that the question be called to end debate. The motion to call the question is not debatable, and if it passes by a simple majority, the original motion is put to the delegates for a vote. If the motion to call the question is defeated, debate continues.
22. Policy resolutions require a simple majority of the delegates voting to be adopted. Constitutional resolutions require approval by two thirds of the delegates voting to be adopted.
23. Questions are decided on the basis of one vote per delegate, and are decided either by a show of hands, secret balloting, electronic balloting, or standing vote. The chair has discretion to order an electronic vote if they cannot determine the outcome of a show of hands vote.
24. A motion to hold a standing vote requires approval by two thirds of the delegates voting in order to be adopted. If a standing vote is called, the chair will instruct the Convention Support Team to tile the doors before proceeding with the vote.

## **Bourinot’s Rules**

In matters not covered by these Rules of Order, Bourinot’s Rules of Order govern.