



College of Paramedics of Manitoba		
Policy Name: Council Meeting Processes	Policy Number: GP-17	Total # of Pages: 1
Approval Signature: <i>Original Signed by J. Wade</i>	Section: Governance	
Original Approval Date: March 25, 2020	Last Revision Date:	Next Review Date: March 2023

1.0 PURPOSE

Council meetings will be conducted in an orderly and effective manner, led and defined by the Chair.

2.0 POLICY

- 2.1 All By-law obligations respecting Council meetings must be satisfied.
- 2.2 Council meetings shall be called to order at the time specified in the notice of meeting and upon satisfaction of quorum.
- 2.3 Meeting order and decorum shall be maintained and all members treated with dignity, respect, courtesy and fairness during discussions and debates.
- 2.4 Council must keep their comments relevant to the issue under consideration.
- 2.5 Proposals where the Council takes action, or decides on a particular matter, shall be made by a motion of a Council member, discussed and then voted on. Motions require a second to proceed to discussion and subsequent vote.
- 2.6 The Council Chair may not to the same extent as any Council member, make motions, engage in debate, or vote on any matter to be decided, except to change the outcome of a decision in a tied vote.
- 2.7 In the event questions arise regarding meeting processes or rules, the meeting can be suspended to consult Robert's Rules of Order.
- 2.8 Council members may speak to a pending motion on as many occasions, and at such length, as the Chair may reasonably allow.
- 2.9 A majority vote will decide all motions before the Council.
- 2.10 A motion to adjourn a Council meeting must be voted on and seconded and can be considered at the conclusion of an agenda.
- 2.11 A Council member may request to have their vote on the record.