



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	
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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 seconder to proceed to discussion and subsequent vote.
- 2.6 The Council Chair may not to the same extent as any Council member, make motions, 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 and discuss meeting process and procedure.
- 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.