

CANADIAN POLICY
CONFERENCE

JUNE 18-20, 2025 • WINDSOR, ONTARIO

POLITIQUES
CANADIENNES

DU 18 AU 20 JUIN 2025 • WINDSOR (ONTARIO)

RULES OF ORDER

RULE NO. 1: The business session of the Conference, with the exceptions hereafter noted, shall be as follows: The Conference shall be called to order on Thursday, June 19 on or about 11

a.m. local time and remain in session until recess, unless otherwise provided by the body.

The substitution of registered alternates for registered delegates will be handled by the Credentials Committee and will be reported by the Credentials Committee once at the start of the business session of the Conference and not otherwise during the Conference meeting.

RULE NO. 2: The Credentials Committee shall issue to each delegate, entitled to be seated, a delegate identification badge.

No credential shall be registered by the Credentials Committee after 9 a.m. on the first day of the Conference unless the delegates, by a three- quarters (3/4) majority vote, have approved the seating of a late-arriving delegate. The Credentials Committee shall make its report to the Conference on Thursday, June 19, 2025 and again before the start of the business session.

RULE NO. 3: Only registered delegates and IAFF staff may occupy the delegate seating area during the business session. Alternates and invited guests must observe from outside the delegate seating area.

RULE NO. 4: Before there can be debate on a resolution, the Chair of the Resolutions Committee shall have the right to report on the resolution

and to give the reasons for the Committee's

recommendations. Only after the Committee has moved consideration of the resolution can general debate on the resolution proceed.

RULE NO. 5: A motion from the floor shall be entertained by the Conference Chair after a delegate, who has been recognized to speak, states their name and the affiliated Local union or subordinate organization they represent. The

motion must be in order and a second recognized by the Conference Chair prior to debate.

RULE NO. 6: A motion to amend a motion or a motion to amend a proposed amendment

to a motion shall be in order, but no motion to amend a proposed amendment to a proposed amendment shall be permitted.

Whenever an amendment is offered from the floor, which would substantially modify any resolution, or the Resolution Committee's revision of same pending before the Conference, such floor amendment shall be referred to the Resolution Committee for consideration and recommendation prior to action by the delegates

thereon. However, immediate consideration by the Conference may be in order by majority vote.

A motion seeking reconsideration of a resolution or a motion that has already been considered will be in order only if it is made on the same day that consideration was first given to the underlying matter.

RULE NO. 7: When delegates desire to speak on a debatable motion, they shall proceed to the appropriate nearest microphone and after being



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recognized by the Conference Chair, they shall identify themselves by name and the affiliated Local union or subordinate organization they represent.

If delegates wish to rise to a point of order, or ask a question relating to pending business, they will rise in place and seek to attract the attention of

the Conference Chair. Upon being recognized, they will proceed to the nearest microphone, state their name and the organization that they represent, and raise the point of order or ask their question.

A motion to stop debate shall not be entertained, nor considered in order, until three delegates desiring to speak have spoken for and three delegates desiring to speak have spoken against the pending motion or resolution. A motion to stop debate can only be adopted by two-thirds (2/3) majority vote.

RULE NO. 8: A delegate shall not speak more than once or longer than three minutes on any motion or resolution before the Conference, except the maker or sponsor of a pending motion or resolution shall have the privilege of opening debate and shall also be allowed to speak again before debate is closed. If a delegate who is recognized wishes to make a motion, it must be done at the beginning of the delegate's remarks,

and the balance of the allotted three minutes shall be available to speak to such a motion.

RULE NO. 9: No delegate shall interrupt another in their remarks except for a point of order and then only if the point is urgent. A point of order

must be raised immediately when the point occurs

or else it will be untimely and considered out of order. The delegate calling for the point of order shall definitively state the point, and the Chair shall decide the question of the point of order without debate. Once a point of order has been decided, the same point cannot be made again during the Conference.

A point of personal privilege that is not of an urgent nature (such as announcements and comments involving good and welfare) may be made only during the good and welfare period of the Conference. A point of personal privilege that is of an urgent nature may be made at any time.

A delegate rising on a point of information will be limited to asking a question of the Chair or Committee Chair. As soon as the question is answered, the body will resume the regular order of business.

RULE NO. 10: If a delegate is called to order while speaking, that delegate shall remain silent until the question of order is decided. Once the question of order is decided and the delegate is in order, that delegate may proceed following recognition by the Conference Chair.

RULE NO. 11: The manner of reporting by Resolution Committee shall be as follows:

- a. If the Committee is in favour of the resolution as submitted, the reporting member, after summarizing the resolution, giving the Committee's recommendation, and the reasons for its recommendation, shall state, "On behalf of the Committee, I move adoption of the resolution."



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- b. If the Committee is opposed to the resolution as submitted, the reporting member, after summarizing the resolution, giving the Committee's recommendation and the reasons for its recommendation, shall state, "On behalf of the Committee, I move rejection of the resolution. An 'aye' vote will be in favour of rejection of the resolution."
- c. If the Committee makes revisions, modifications, or other changes in the resolution as submitted, the reporting member, after summarizing the resolution, giving the Committee's recommendation and the reasons for its recommendation, shall state, "On behalf of the Committee, I move adoption of the resolution as revised. An 'aye' vote will be in favour of the adoption of the resolution as revised by the Committee."
- d. If the Committee offers a substitute resolution as an amendment in the place of the resolution or resolutions as submitted, the reporting member, after summarizing the resolution, giving the Committee's recommendation and the reasons for its recommendation, shall state, "On behalf of the Committee, I move adoption of the substitute resolution."
- e. A Committee's motion to reject a resolution cannot be amended. If the delegates defeat a committee's motion to reject a resolution, then the resolution in its original form will be before the delegates for consideration and

possible amendment(s). If the delegates defeat a motion to adopt a resolution or defeat a motion to adopt a resolution as revised by the Committee, then no further action is needed on that resolution and the body can proceed to

the next item of business.

- f. If the sponsor of a resolution informs a Committee, in writing, that the sponsor wishes to withdraw a resolution, the Committee shall inform the delegates that the sponsor has withdrawn the resolution, and no action will be taken on the resolution.

RULE NO. 12: The manner of voting shall initially be by voice vote – an 'aye' vote will be in favour of the motion/resolution and a 'nay' vote is against the motion/resolution. If the Conference Chair is in doubt or upon request of a delegate after the initial vote, the Chair shall call for a standing vote.

A motion for a roll call vote must be made immediately following the reporting of the initial vote results on a motion or a resolution and before any other item of business is taken up by the delegates, or else it will be considered untimely and out of order. A roll call vote shall be ordered if the motion is supported by 30% of the delegates present and voting, and upon such roll call, each Local union shall be entitled to the number of votes set forth in the General Secretary-Treasurer's list.

The roll call shall be conducted as follows:

- a. The roll call will proceed by District, starting with the lowest numbered Local through the highest numbered Local, followed by the appropriate state and provincial officers and District Vice President. The delegates-at-large will also vote.
- b. The roll will be called by Districts.
- c. The order of Districts shall be determined by lottery and announced by the Chair prior to the roll call.



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- d. Prior to the call of the roll, there shall be a 10-minute recess. Starting at the five-minute mark and then every one-minute thereafter, there will be an announcement that “roll call in ...minutes.”
- e. Upon commencement of the roll call vote, the doors shall be tiled, and no delegates, alternates or guests will be allowed to enter the Conference, and if anyone leaves, they shall not be permitted to re-enter until the roll call vote is completed.
- f. As each Local or provincial association is called in its appropriate district, the chair or representative of the delegation of that Local or provincial association shall respond with the delegation’s vote. If the Chair of the delegation should leave the Conference and there is no Vice Chair, the remainder of that delegation shall elect a new Chair from among themselves, except that in all such cases where the Local union or affiliated organization’s by-laws or rules conflict, they shall prevail. The total votes that a Local union is entitled may be cast by bloc through the Chair of the delegation.
- g. Only the delegate elected to carry a Local’s proxy votes shall be permitted to cast those proxy votes on the call of the roll.

RULE NO. 13: Any question of parliamentary procedure not covered by these Conference Rules of Order shall be decided by Robert’s Rules of Order (12th Revised Edition) unless otherwise provided for in the International Constitution and By-Laws.

RULE NO. 14: Officers, delegates and alternates shall at all times conduct themselves with dignity and decorum and in such a manner that the business of the Conference may proceed efficiently and orderly, and so that the rights of others shall be respected. Comments that defame, slander or personally attack another union sister or brother are not permitted and shall be considered out of order. The minority shall have the right to be heard and the majority (or supermajority, as appropriate under the rules) on any matter shall prevail.

RULE NO. 15: Any of these rules may be amended by two-thirds (2/3) majority vote of the delegates present and voting except for Constitutional provisions.

RULE NO. 16: Any of these rules may be suspended by two-thirds (2/3) majority vote of the delegates present and voting except for Constitutional provisions.

