

2024 MVMA AGM Meeting Rules

Introduction

In ranking order, the rules to ensure effectiveness and fairness of the MVMA AGM are found in:

1. Law: Rules prescribed by applicable legislation: *The Corporations Act* and *The Veterinary Medical Act*
2. Bylaws: Organizational rules relating to the MVMA itself: General By-law No.1
3. Written Rules of Order
 - (i) Parliamentary Authority: As per General By-law No.1, Division 5, Section 2-5-14: Robert's Rules of Order Newly Revised (RONR)
 - (ii) Special Rules: Adopted Rules relating to the conduct of business that supplement or modify RONR
 - (iii) Standing Rules: Adopted Rules relating to administrative details, if any, that are not included with Special Rules
 - (iv) Custom: Long-standing practices treated as written rules

Adoption of the MVMA's Special Rules requires a 2/3rds vote by Membership. Once adopted, Special Rules supersede any conflicting rules set out in RONR.

Special Rules

1. General

The 2024 AGM is being conducted virtually via the GetQuorum platform; it will be recorded for minute-taking purposes.

Preparing for participation in the virtual format is the responsibility of Members.

To facilitate the smooth transaction of business and in consideration of all Members, technical support on an individual basis during the AGM will not be provided.

2. Agenda

Each Agenda topic will be briefly introduced and, if necessary, clarified by the Chair.

Members may ask questions on topic, on any matter identified in the Agenda.

The Chair, or a Council Member, will provide answers.

The Chair may also;

- a. permit staff persons and consultants with expertise in the matter to answer; and
- b. exercise discretion to determine the matter will be addressed outside of and following the AGM.

3. Comment/Debate Time Limits

To comment on any Agenda topic, or in debate on any Motion, a Member types into the bar to the right of the video stream.

The Member's name is automatically associated with the comment and will be read, with the comment, out loud by a staff person.

To indicate a long comment is forthcoming, a Member shall first comment with a question mark "?", to ensure the Member's full comment is received before proceedings continue.

Each Member may only comment twice on any given motion or topic and the Member's time is limited to;

- c. Firstly: no longer than three [3] minutes to read.
- d. Secondly: no longer than two [2] minutes to read.

A Member's time cannot be combined, split, shared, or yielded to another Member.

A Member who has not yet commented will have priority over another Member who wishes to comment for a second time.

Debate on all original motions shall be limited to ten [10] minutes.

The Chair may extend, or seek Members' permission to extend, the time limits set out above.

The Chair may also receive a Motion to extend debate, provided that the ten [10] minutes stipulated above has not expired.

Extending debate requires a 2/3rds vote by Membership.

4. Motions

Motions are formal proposals to Members to make a decision or to take action.

A Motion is (i) made by a Member, (ii) usually requires a "second" by another member, (iii) stated by the Chair, (iv) debated by Members, (v) re-stated by the Chair, and (vi) voted upon by Members.

Members may

- Introduce a Motion and if desired, are then entitled to comment first in debate.
- Modify a Motion by moving to amend the Motion before it is voted upon.

A Motion to Amend is treated in the same way as any other Motion, as set out above. After the vote (vi) is taken on the Motion to Amend, the Chair states that debate on the underlying Motion (amended or not) resumes.

5. Voting

The Chair will announce which class of Membership Class is entitled to vote on the Motions.

Most Motions require a majority vote of those Members present and voting, a majority being more than half. A Motion Chart will be provided to Members.

Regardless of Membership Class entitlement, no Member shall vote upon any Motion in which there is a conflict of interest and any such vote will be disallowed.

If Members are attending the AGM in a group setting, only one [1] vote is permitted per registration.

In a group setting, every Member must be registered and logged-in to participate in the meeting as an individual.

Votes are cast independently, not as a group total.

To vote, Members will select their desired option when the window appears. Results will be announced out loud.

6. Minutes

All Members will have access to exchanges of information arising at the AGM, through a summary document, to be attached to the Minutes of the 2024 AGM.