



# **Rules of the Northwest Territories Legislative Assembly**

December 7, 2021

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# CHAPTER 1 – RULES, PRIVILEGES AND OFFICERS

## CUSTOMS AND PROCEDURES

**1.1** (1) The Northwest Territories Legislative Assembly shall conduct its proceedings according to these rules.

Rules

(2) In all cases not provided for in these Rules or by other orders of the Assembly, the customs and procedures of this Assembly, the principles and process conventions of consensus government, the House of Commons of Canada, provincial and territorial legislatures, and parliaments in the Commonwealth shall be followed, in that order, so far as they apply to this Assembly.

Customs and procedures may apply

(3) The Speaker may alter the application of any rule or practice of the Assembly in order to permit the full participation in the proceedings of the Assembly of any Member with a disability.

Speaker may alter Rules to allow for full participation

(4) Every Member has the right to participate in the debates and other proceedings of the Legislative Assembly in an Official Language. The right to participate includes:

Right to participate in an Official Language

- (a) The right to speak an Official Language; and
- (b) The right to hear and understand debates and proceedings in an Official Language.

## DEFINITIONS

**1.2** In these Rules:

Definitions

- (a) “Assembly” means the Northwest Territories Legislative Assembly;
- (b) “Clerk” means the Clerk of the Northwest Territories Legislative Assembly appointed by the Commissioner, on the recommendation of the Board of Management approved by motion of the Assembly;
- (c) “Commissioner” means the Commissioner of the Northwest Territories, appointed pursuant to the *Northwest Territories Act (Canada)*;
- (d) “Hansard” means a near verbatim transcript of the deliberations and proceedings of the Assembly and Committee of the Whole;
- (e) “House” means the Northwest Territories Legislative Assembly;

- (f) “Law Clerk” means the legal counsel to the Legislative Assembly, appointed by motion of the Assembly, on the recommendation of the Board of Management;
- (g) “Minister” means a Member of the Executive Council of the Government of the Northwest Territories appointed by the Commissioner, on the advice of a Premier to a ministerial portfolio;
- (h) “Official Language” means any of those languages identified in s. 4 of the *Official Languages Act*.
- (i) “Private Member’s Bills” are Bills introduced by a Member who is not a Minister, which do not involve the appropriation of public funds or the imposition of any tax.
- (j) “Privilege” means all of the privileges to which Legislatures and their Members are traditionally entitled;
- (k) “Public Bills” are Bills introduced by a Minister relating to matters of administration or public policy of general application within the Northwest Territories.
- (l) “Quorum” means the presence a majority of Members, including the presiding officer, for any proceeding of the House or Committee;
- (m) “Remotely” means by teleconference or videoconference.
- (n) “Rules” means the Rules of the Northwest Territories Legislative Assembly;
- (o) “Session” means one of the fundamental time periods into which an Assembly is divided and usually consists of a number of separate Sittings. The Commissioner opens a Session and a Session ends with prorogation or dissolution of the Assembly;
- (p) “Sitting” means a meeting of the Assembly within a Session;
- (q) “Strangers” means any person admitted to the Assembly Chamber during House proceedings other than the Commissioner, their Aide-de-camp, Members, Officers of the Assembly, legislative pages, witnesses appearing before the Committee of the Whole, and guests invited by the Assembly for ceremonial occasions; and
- (r) “Votes and Proceedings” means the official daily record of the proceedings of the Assembly and Committee of the Whole.

## **SPEAKER**

- |   |                                   |
|---|-----------------------------------|
| <b>1.3</b> (1) The Assembly shall elect a Speaker from among its Members at its first meeting after a general election, or when a vacancy occurs in the office of the Speaker.  | Election of Speaker               |
| (2) The Clerk shall preside over the election of the Speaker, which shall take place by motion, without notice or debate. A motion must be made and seconded for each Member proposed and may not be amended.   | Clerk shall preside over election |
| (3) If only one Member is proposed, the Clerk shall declare, without question put, that the Member is elected. If two or more Members are proposed, the Assembly shall consider the motions in the order they were proposed. If the first motion is defeated, the Assembly shall consider the subsequent motions until a Member is elected. | Method of election                |
| (4) In the case of a tie, the Clerk shall declare the motion defeated.  | Tie vote                          |
| (5) The Speaker shall hold office at the pleasure of the Assembly   | Term of Office                    |
| (6) The Speaker shall not take part in any debate before the Legislative Assembly other than the Legislative Assembly estimates review process in Committee of the Whole.   | Speaker shall not debate          |
| (7) The Speaker shall not vote except to cast the deciding vote in the case of a tie.   | Speaker decides tie votes         |

## **DEPUTY SPEAKER AND CHAIRS**

- |  |   |
|--|---|
| <b>1.4</b> (1) The Assembly shall appoint a Deputy Speaker by motion on the first day of each new Assembly, or as soon as is practicable when a vacancy occurs.  | Appointment of Deputy Speaker           |
| (2) The Deputy Speaker shall exercise the powers of the Speaker and perform the duties of the Speaker where:<br><br>(a) invited to do so by the Speaker;<br>(b) the Speaker is absent or unable to act; or<br>(c) the office of the Speaker is vacant. | Perform duties of Speaker               |
| (3) The Deputy Speaker shall act as Chair of the Committee of the Whole and shall preside over and maintain order in the Committee.  | Chair of Committee of the Whole         |
| (a) The Assembly shall appoint two Deputy Chairs of Committee of the Whole by motion at the beginning of each new Assembly, or when a vacancy occurs.  | Deputy Chairs of Committee of the Whole |

Absence of Chair (b) During the absence of the Chair or when directed by the Speaker or Chair, one of the Deputy Chairs named by the Speaker or Chair shall exercise all the powers vested in the Chair of Committee of the Whole.

Absence of Chair and Deputy Chairs (4) In the absence of the Deputy Speaker and the Deputy Chairs of Committee of the Whole, the Speaker shall appoint any Member to act as Chair of the Committee before leaving the Chair.

### REMOVAL OF PRESIDING OFFICER

Removal of Speaker or other Presiding Officer 1.5 (1) A motion to remove the Speaker, Deputy Speaker or a Deputy Chair of Committee of the Whole requires notice to be given in accordance with [Rules 1.11\(1\)](#) and [6.1\(1\)](#).

### OFFICERS OF THE ASSEMBLY

Officers of the Assembly 1.6 (1) The Officers of the Assembly are:

- (a) the Clerk;
- (b) the Deputy Clerks;
- (c) the Committee Clerks;
- (d) the Law Clerk;
- (e) the Deputy Law Clerks;
- (f) the Sergeant-at-Arms; and
- (g) the Deputy Sergeant-at-Arms.

Clerk's responsibilities (2) The Clerk of the Assembly is responsible for the safekeeping of all Assembly documents, and has direction and control over all officers, and other employees subject to the orders of the Speaker or the Assembly.

Necessary staff (3) The Clerk shall, with the approval of the Speaker, employ such staff as are necessary to conduct the business of the Assembly.

Hours of attendance (4) The Clerk shall set the hours of attendance of the officers and staff of the Assembly.

Assignment of Committee Clerks (5) The Clerk shall assign a Committee Clerk to each Standing and Special Committee of the Assembly.

Distribution of Order Paper (6) On each Sitting day before the meeting of the Assembly, the Clerk shall distribute the Order Paper for the day to each Member and to the Speaker.

Absence of Clerk (7) In the absence of the Clerk, a Deputy Clerk or another person designated by the Clerk shall perform the duties of the Clerk.

(8) The Law Clerk, or in their absence, a Deputy Law Clerk shall:

Law Clerk's responsibilities

- (a) advise the Assembly in regard to legislation placed before it;
- (b) ensure that all amendments made to bills in a Standing or Special Committee are incorporated before consideration in Committee of the Whole; and
- (c) review within 15 days from the close of each Session, all legislation enacted prior to its distribution.

(9) The Sergeant-at-Arms is responsible for the safekeeping of the Mace, the security of the precincts of the Assembly and supervision of the pages.

Sergeant-at-Arms' responsibilities

(10) The Sergeant-at-Arms shall preserve order in the Chamber and in the gallery subject to the orders of the Speaker.

## **PRIVILEGES**

1.7 (1) The privileges of Members include:

Privileges of Members

- (a) freedom of speech;
- (b) freedom from arrest in civil matters;
- (c) exemption from jury duty;
- (d) exemption from attendance as a witness in court while the House or a Committee is Sitting; and
- (e) freedom from obstruction and intimidation in relation to their duties as an elected representatives.

(2) The privileges of the House include:

Privileges of House

- (a) the power to maintain order and to discipline for breaches of privilege and for contempt of the House. Contempt of the House may include disobedience to its orders, misconduct before it, affronts against its dignity and authority, and any act or omission which impedes or obstructs the House or its members in the performance of their duties; and
- (b) the right to regulate its internal affairs, including the right to set its own Rules and to exercise control over publications.

(3) A Member may always raise a question of privilege in the Assembly immediately after the words are uttered or the events occur that give rise to the question.

Raising a question of privilege

(4) When a matter of privilege arises, the Assembly shall address it immediately.

Immediate consideration

Debate on a question of privilege

(5) The Speaker may allow debate to assist the Speaker to determine whether a *prima facie* breach of privilege has taken place and whether the matter is being raised at the earliest opportunity. The Speaker may take the matter under advisement before rendering a decision.

Motion concerning privilege

(6) When the Speaker has ruled

- (a) that there appears to be a *prima facie* breach of privilege, and
- (b) that the matter has been raised at the earliest opportunity,

then any Member may immediately propose a motion or, by the conclusion of the next Sitting day, give notice of motion calling upon the Assembly to take action on the matter or referring the matter to a Committee of the Assembly.

Question of privilege closed

(7) Where the Speaker has ruled the

- (a) that there is no *prima facie* breach of privilege, or
- (b) that the matter has not been raised at the earliest opportunity,

matter is then closed.

### PERSONAL EXPLANATION

Personal explanation

**1.8** (1) With permission of the Speaker, any Member may explain a matter, which, although not a contempt or breach of privilege, concerns the member in their capacity as a Member of the Legislative Assembly. In particular, the Member may explain that they have been misquoted or misunderstood, or deny published accusations against the member.

Written notice required

(2) At least one hour prior to making the remarks under Rule 1.8(1), the Member must provide written notice to the Speaker setting out the substance of the Member's comments. If responding to written or spoken words, the Member must attach to the notice a copy of the written words or notes of the spoken words.

Not debateable

(3) A personal explanation must be clear and concise and the Speaker shall not allow debate.

## STRANGERS

- 1.9** (1) With the agreement of the House, the Sergeant-at-Arms may admit strangers to designated areas of the Assembly Chamber. Admitting strangers
- (2) No stranger admitted to the Chamber shall: Behaviour of strangers
- (a) send written notes to Members or Assembly staff, except through a page on duty; or
  - (b) use any type of photographic, video or sound equipment; or any type of handheld or portable electronic device in the Chamber unless previously authorized by the Speaker.
- (3) When any Member rises and takes notice that strangers are present on the floor of the Chamber, the Speaker or the Chair shall put the question “Shall strangers be ordered to withdraw?” The question shall not be subject to debate or amendment. Notice of strangers present
- (4) Notwithstanding Rule 1.9(3), the Speaker or the Chair may at any time order the withdrawal of strangers or the clearing of the gallery. Strangers ordered to withdraw
- (5) When ordered by the Speaker or Chair, the Sergeant-at-Arms shall remove any stranger or visitor to the gallery who engages in misconduct or does not withdraw when directed. Removal of strangers

## CONFLICT OF INTEREST

- 1.10** (1) No Member is entitled to vote upon any question in which they have a direct or indirect financial interest, and the vote of any Member so interested shall be disallowed. Financial interest
- (2) Notwithstanding Rule 1.10(1), a Member is entitled to vote upon any question concerning the indemnities, expenses, allowances and salaries of that Member or any other Member payable under the *Legislative Assembly and Executive Council Act*. Voting on Members' salaries

## WAIVER OF RULES

- 1.11** (1) The Assembly may waive any rule, procedure, custom or precedent by unanimous consent. Unanimous consent required
- (2) Notwithstanding, Rule 1.11(1) does not apply to the removal of the Speaker, Deputy Speaker or a Deputy Chair of Committee of the Whole. Exceptions
- (3) Notwithstanding, Rule 1.11(1) does not apply to the rules regarding the daily adjournment of the House.

## CHAPTER 2, SITTINGS AND RECORDS

### SITTINGS OF THE ASSEMBLY

- Sitting dates **2.1** (1) The Assembly shall hold three Sittings each calendar year:
- (a) a Sitting beginning the first Wednesday in February;
  - (b) a Sitting beginning the last Wednesday in May; and
  - (c) a Sitting beginning the first Thursday after Thanksgiving.
- Recall of the House (2) Notwithstanding Rule 2.1(1):
- (a) whenever the House stands adjourned, if the Speaker is satisfied after consultation with the Executive Council and Members of the Legislative Assembly, that the public interest would be served by an earlier (or later) meeting of the House, the Speaker shall give notice that the House shall meet, and the House shall then meet at the date and time stated and shall transact its business as if it had been duly adjourned to that time; and
  - (b) whenever the House stands prorogued, if the Speaker is satisfied after consultation with the Executive Council and Members of the Legislative Assembly, that the public interest would be served by a meeting of the House, the Speaker shall give notice that the House shall convene at the date and time stated to open a new Session to transact its business.
- Sitting days (3) Following the first day of a Sitting, the Assembly shall sit each weekday of that week, and then as follows:
- starting with the second week of the Sitting, and every other week thereafter, the Assembly shall sit on Monday, Tuesday, Wednesday and Thursday and then stand adjourned to the following Tuesday;
- starting with the third week of the Sitting, and every other week thereafter, the Assembly will sit on Tuesday, Wednesday, Thursday and Friday, and standing adjourned to the following Monday;
- until the end of the Sitting unless otherwise ordered.
- House not to sit (4) The Assembly shall not meet on a holiday as defined in s. 21 of the *Interpretation Act*, unless otherwise ordered.

## HOURS OF SITTING

**2.2** (1) The Assembly shall meet on Mondays, Tuesdays, Wednesdays and Thursdays from 1:30 p.m. to 6:00 p.m. and on Fridays from 10:00 a.m. to 2:00 p.m. unless otherwise ordered.

Sitting times

(2) At 6:00 p.m. on Mondays, Tuesdays, Wednesdays and Thursdays, and at 2:00 p.m. on Fridays, the Speaker shall interrupt the Assembly, or if the Assembly is in Committee of the Whole by the Chair, who shall rise and report progress. The Speaker shall direct the Clerk to read the Orders of the Day and adjourn the Assembly. All remaining business shall stand over until the next Sitting day.

Daily adjournment

(3) Notwithstanding Rule 2.2 (2), a Member may, without notice, propose a motion in the House or in Committee of the Whole to continue a Sitting beyond the hour of daily adjournment for the purpose of continuing consideration of a specified item of business subject to the following conditions:

Motion to extend sitting hours

- (a) the motion must relate to the business then being considered;
- (b) the motion must be proposed prior to the scheduled time for daily adjournment; and
- (c) the motion shall not be subject to debate or amendment.

(4) Notwithstanding Rule 2.2 (2), prior to the scheduled time for daily adjournment, the Speaker may, after consultation with the Executive Council and Members of the Legislative Assembly, set such Sitting days and hours as the Speaker deems fit to assist with the business before the House.

Speaker may extend sitting days and hours

## QUORUM

**2.3** (1) The presence of quorum shall be necessary to constitute a meeting of the Assembly.

Quorum requirements

(2) If at the time of meeting, the Speaker takes the Chair and finds there is not a quorum, the Speaker shall direct the Clerk to read the orders of the day, and adjourn the Assembly until the next Sitting day. All remaining business shall stand over until the next Sitting day.

Adjournment due to lack of quorum

(3) When the Speaker adjourns the Assembly for lack of quorum, the Clerk shall record the time of adjournment and the names of the Members present in Hansard and Votes and Proceedings for that day.

Record of adjournment

(4) If a Member draws the attention of the Speaker to a lack of a quorum during a Sitting, the Speaker shall direct the Clerk to ring the bells until there is a quorum, or 15 minutes has passed. If after 15 minutes has passed, there is still no quorum, the Speaker shall adjourn the Assembly until the next Sitting

Lack of quorum during sitting

day.

Lack of quorum in Committee of the Whole

(5) If a Member draws the attention of the Chair to a lack of a quorum, the Chair shall direct the Committee Clerk to ring the bells until there is a quorum, or 15 minutes has passed. If after 15 minutes has passed, there is still no quorum the Chair shall rise and report progress.

## VOTES AND PROCEEDINGS

Preparation and publication

**2.4** (1) The Clerk shall prepare, publish, and distribute Votes and Proceedings under the authority of, and at the direction of the Speaker.

## HANSARD

Preparation and distribution

**2.5** (1) The Clerk shall compile, edit, print and distribute Hansard under the authority of the Speaker.

Daily transcript

(2) The Clerk shall produce daily, an unedited transcript and make it available to each Member.

Time limit for corrections

(3) Every Member has until 10 a.m. of the Sitting day following receipt of the unedited transcript to correct it as to grammar, obvious errors in transcription and other mistakes in accordance with Rule 2.5(4). Corrections may not affect the substance of the transcript.

Editing

(4) The Clerk shall provide for the editing of the transcript in accordance with the following:

- (a) revisions shall be limited to correcting grammar, spelling and punctuation, ensuring that the correct parliamentary forms are observed, and minimizing repetition and redundancies;
- (b) revisions shall not include material alterations or amendments which would in any way tend to change the sense of what had been spoken;
- (c) a Member has no right to alter the report of any speech or remarks attributed to them in any way, and the Speaker shall determine whether or not a Member's suggested correction shall be made;
- (d) unless a Member can demonstrate to the satisfaction of the Speaker that they have been misreported, a Member may not change the sense of anything that they have been recorded as having said. A member is not permitted to make any insertion as an afterthought or to strike out a passage which the Member regrets having spoken.

Accuracy

(5) Hansard shall remain an accurate and, as far as possible, an exact report of what was said.

(6) The Clerk shall publish and distribute Hansard as directed by the Assembly and ensure that Hansard is printed in final form and publicly available within five business days of the day of the recording.

Publication

## CHAPTER 3 – ORDER AND DEBATE

### ORDER AND DECORUM

- Speaker to preserve order **3.1(1)** The Speaker shall preserve order and decorum and shall decide questions of order.
- No debate or appeal of decision (2) In deciding points of privilege, order or practice, the Speaker shall state the applicable Rule or other authority. The Speaker’s decision shall not be subject to debate or appeal.
- Bowing to Mace (3) Whenever the Mace is on the upper Mace stand, Members shall upon entering, leaving or crossing the Assembly Chamber show respect for the rights of the people of the Northwest Territories to govern themselves by bowing in the direction of the Mace.
- Mace on the upper stand (4) Out of respect, no Member shall pass between the Chair and the Mace when the Mace is on the upper stand.
- Member speaking (5) When a Member is speaking, no Member shall pass between that Member and the Chair, nor interrupt them except to raise a point of order or question of privilege.
- Referring to Members (6) Members shall refer to each other as “The Member for (name of constituency)”. Members may refer to Members of the Executive Council and the Speaker by the title: “Premier”, “Deputy Premier”, “Minister”, “Government House Leader” or “Speaker” as is appropriate for the position.
- No interruption of Speaker (7) When the Speaker speaks, any Member speaking shall sit and allow the Speaker to speak without interruption.
- Use of electronic devices (8) The use of electronic devices is permitted in the Chamber provided they are operated silently, not operated as a telephone and conform to [Appendix A – Directions Regarding the Use of Electronic Communication Devices in the Chamber](#).
- Dress of Members (9) When in the Assembly, every Member shall dress in traditional Indigenous attire or in another manner that does not offend the dignity of the Assembly.
- Food and beverages permitted (10) Members may not bring, or consume food or beverages, in the Chamber, other than water, coffee or tea. Coffee or tea must be in an enclosed Legislative Assembly branded container. Water must be in an unmarked bottle or provided by a Page.
- Stand for adjournment (11) When the Assembly adjourns, Members and Officers shall stand and remain standing in their places until the Speaker has left the Chamber.

## RULES OF DEBATE

- |   |                        |
|---|------------------------|
| <p><b>3.2 (1)</b> Every Member recognized to speak shall stand in their place and address the Speaker.</p>  | Member speaking        |
| <p>(2) Except where otherwise expressly provided for by the rules, or by unanimous consent, no Member shall speak in the House for more than 20 minutes at a time.</p>  | Time limit             |
| <p>(3) In a debate, the Speaker will call a Member to order if the Member:</p> <ul style="list-style-type: none"><li>(a) speaks twice to a question, except in the case of a mover concluding debate on a motion, or in explanation of comments made previously by the Member which may have been misquoted or misunderstood. The Member is not to introduce any new matter and no debate shall be allowed upon an explanation;</li><li>(b) speaks to matters other than:<ul style="list-style-type: none"><li>(i) the question under discussion;</li><li>(ii) a motion or amendment the Member intends to move; or</li><li>(iii) a question of privilege or a point of order under discussion;</li></ul></li><li>(c) persists in irrelevant or tedious repetition or raises matters which have been decided during the current Session;</li><li>(d) refers at length to debates of the current Session or reads unnecessarily from Hansard or any other document not before the House. The Member may quote relevant passages which are necessary to comment on something said or to reply to an alleged misrepresentation;</li><li>(e) interrupts another Member except to raise a point of order or privilege;</li><li>(f) reflects upon any previous vote of the Assembly except for the purpose of moving that it be rescinded;</li><li>(g) refers to any matter<ul style="list-style-type: none"><li>(i) that is pending in a court or before a judge; or</li><li>(ii) that is before any quasi-judicial, administrative or investigative body either constituted by the Assembly or under the authority of a territorial statute where any person may be prejudiced in such matter by the reference;</li></ul></li><li>(h) makes allegations against another Member, a House officer, a witness, or a member of the public;</li><li>(i) imputes false or hidden motives to another Member;</li><li>(j) charges another Member with uttering a deliberate falsehood;</li><li>(k) uses abusive or insulting language of a nature likely to create disorder;</li><li>(l) speaks disrespectfully of the monarch, any member of the Royal Family, the Governor General of Canada, the Commissioner, the Assembly, or any of its Members or officers;</li><li>(m) introduces any matter in debate that offends the practices and precedents of the Assembly;</li><li>(n) uses any display, prop, demonstration, or exhibit of any kind to illustrate</li></ul> | Member called to order |

- his or her remarks; or
- (o) alludes to matters discussed during a confidential meeting of a Committee or of the Executive Council.

### **POINT OF ORDER**

- Point of order **3.3 (1)** A Member may, at any time, raise a point of order relating to a perceived breach of the standing orders or departure from any unwritten rule or custom of this Assembly or of parliamentary tradition which shall, until disposed of, suspend the consideration and decision of every other matter.
- Citing and explanation (2) A Member that raises a point of order should refer to the specific standing orders, unwritten rules, customs or parliamentary traditions that are perceived to have been breached. The explanation must be clear and concise.
- Member shall take seat (3) A Member addressing the Assembly who is called to order by the Speaker or on a point of order raised by another Member shall sit while the point of order is stated.
- Member may explain (4) After the point of order has been stated, the Member called to order may offer an explanation.
- Relevant debate (5) The Speaker may permit debate strictly relevant to the point of order before giving a decision.
- May take under advisement (6) Notwithstanding Rule 3.3 (1), the Speaker may take the matter under advisement before rendering a decision.

### **NAMING OF A MEMBER**

- Naming of a Member **3.4 (1)** If a Member on being called for an offence against any Rule persists in the offense, the Speaker may direct the Member to discontinue the offending actions or retract the offending words and apologize to the House, and if the Member refuses to comply, the Speaker shall name the Member to the House, using their surname.
- Suspension of Member (2) A Member named under Rule 3.4(1) shall be suspended from the Assembly for the remainder of the Sitting day. A motion without notice may be moved to increase the length of the suspension of the named Member and shall be decided without amendment or debate.
- Motion to increase suspension (3) If the named Member refuses to leave after the Assembly or the Speaker orders them to leave, a motion may be made to increase the length of the suspension. The motion shall be decided without amendment or debate.

(4) Where an offence to which Rule 3.4(1) applies is committed in Committee of the Whole, the Chair shall suspend proceedings and report the circumstances to the Assembly. The Speaker shall proceed as if the offence had been committed in the Assembly.

Offence in  
Committee of the  
Whole

### **EMERGENCY DEBATE**

**3.5** (1) At the conclusion of Oral Questions, a Member may move to set aside the ordinary business of the House to discuss a matter of urgent public importance requiring immediate consideration, subject to the following conditions:

Matter of urgent  
importance

- (a) the Member proposing the motion shall give written notice of the matter proposed to be discussed to the Speaker at least one hour before the Sitting of the House;
- (b) no more than one matter shall be discussed on the same motion;
- (c) the motion must not raise a matter of privilege; and
- (d) the motion must not raise any matter which can only be debated upon a motion with notice.

(2) On any day during which more than one notice is received under this Rule, the Speaker shall decide which notice shall receive precedence.

Precedence of  
notices

(3) The Member proposing the motion may make a statement of not more than five minutes explaining the matter to be discussed and the reason for urgency.

Short statement

(4) The Speaker may allow such debate as they consider necessary to decide the question of urgency of debate and shall then put the question. No Member may speak for more than five minutes in debate pursuant to the question of urgency.

Debate regarding  
urgency

(5) If the motion to set aside business is carried, the debate shall proceed. No Member shall speak for more than ten minutes in debate pursuant to this Rule, and the debate shall conclude:

Conclusion of  
debate

- (a) when all Members wishing to speak have spoken; or
- (b) at the usual hour of adjournment, whichever occurs first.

## CHAPTER 4 – BUSINESS OF THE ASSEMBLY

### ORDER OF BUSINESS

Order of  
business on  
opening day of  
new Assembly

**4.1 (1)** The order of business on the opening day of a new Assembly shall be:

1. Prayer
2. Commissioner's Address
3. Members' Statement
4. Recognition of Visitor's in the Gallery
5. Acknowledgements
6. Tabling of Documents
7. Notices of Motion
8. Motions
9. Notices of Motion for First Reading of Bills
10. First Reading of Bills
11. Second Reading of Bills
12. Orders of the Day

Order of  
business on  
opening day of  
each Session

**(2)** The order of business on the opening day of each Session shall be:

1. Prayer
2. Commissioner's Address
3. Ministers' Statements
4. Members' Statements
5. Recognition of Visitors in the Gallery
6. Acknowledgments
7. Oral Questions
8. Written Questions
9. Petitions
10. Reports of Standing and Special Committees
11. Tabling of Documents
12. Notices of Motion
13. Motions
14. Notices of Motion for First Reading of Bills
15. First Reading of Bills
16. Second Reading of Bills
17. Orders of the Day

Daily order of  
business

**(3)** The daily order of business in the Assembly shall be:

1. Prayer
2. Ministers' Statements
3. Members' Statements
4. Returns to Oral Questions
5. Recognition of Visitors in the Gallery

6. Acknowledgements
7. Oral Questions
8. Written Questions
9. Returns to Written Questions
10. Replies to Commissioner's Address
11. Petitions
12. Reports of Committees on the Review of Bills
13. Reports of Standing and Special Committees
14. Tabling of Documents
15. Notices of Motion
16. Motions
17. Notices of Motion for First Reading of Bills
18. First Reading of Bills
19. Second Reading of Bills
20. Consideration in Committee of the Whole of Bills and Other Matters
21. Report of Committee of the Whole
22. Third Reading of Bills
23. Orders of the Day

(4) The daily order of business in the Assembly on Tuesdays shall be:

Order of business  
on Tuesdays

1. Prayer
2. Ministers' Statements
3. Members' Statements
4. Recognition of Visitors in the Gallery
5. Reports of Committees on the Review of Bills
6. Reports of Standing and Special Committees
7. Returns to Oral Questions
8. Acknowledgements
9. Oral Questions
10. Written Questions
11. Returns to Written Questions
12. Replies to the Commissioner's Address
13. Petitions
14. Tabling of Documents
15. Notices of Motion
16. Motions
17. Notices of Motion for First Reading of Bills
18. First Reading of Bills
19. Second Reading of Bills
20. Consideration in Committee of the Whole of Bills and Other Matters
21. Report of Committee of the Whole
22. Third Reading of Bills
23. Orders of the Day

## **ORDERS OF THE DAY**

- |                                     |   |
|-------------------------------------|---|
| Order of business                   | 4.2 (1) The Assembly shall take up all items on the Orders of the Day according to their precedence on the Order Paper.   |
| Business for Committee of the Whole | (2) The Orders of the Day shall include all items that are pending in Committee of the Whole.   |
| Announcing orders of the day        | (3) Immediately prior to adjournment on each Sitting day, the Clerk or their designate shall announce the Orders of the Day for the next Sitting day.   |
| Items to next day                   | (4) The Clerk shall place all items on the Orders of the Day not taken up at the adjournment of the Assembly on the Orders of the Day for the next Sitting day.   |
| Prorogation                         | (5) The Speaker, after consultation with the Executive Council and Members of the Legislative Assembly, shall direct the Clerk to replace the item "Orders of the Day" with the item "Prorogation" on the day designated for prorogation. |

## **PRAYER**

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|--------|--|
| Prayer | <b>4.3</b> (1) A prayer, in a form approved by the Speaker, shall be offered each Sitting day. The Speaker may offer a prayer, or may call upon a willing Member or the Clerk to offer a prayer. |
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## **PETITIONS**

- |                         |  |
|-------------------------|--|
| Petition presented      | <b>4.4</b> (1) A Member may present a petition to the Assembly during a Sitting by filing it with the Clerk, or in the manner set out in Rule 4.4 (3).   |
| Reported by Clerk       | (2) The Clerk shall report to the House every Petition presented under Rule 4.4(1) under the item "Petitions".   |
| Procedure for petitions | (3) A Member may present a petition under the item "Petitions". The Member shall make a brief statement summarizing the contents of the petition, the number of handwritten signatures, the number of electronic signatures, and the number of signatories' resident in the Northwest Territories; and shall sign their name on that petition. A Member shall not exceed in five minutes in presenting a petition. |
| No debate               | (4) The Speaker shall not allow debate on the presentation of a petition.  |
| Review by Clerk         | (5) No Member may present a petition unless the Clerk has reviewed it for form and content.  |

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|--|----------------------------|
| (6) The Clerk shall determine that every petition shall:   | Review by Clerk            |
| <ul style="list-style-type: none"> <li>(a) be addressed to the Northwest Territories Legislative Assembly;</li> <li>(b) contain a clear, proper and respectful request that the House take some action within its authority and not contain irrelevant statements;</li> <li>(c) be written, typewritten or printed on paper of usual size;</li> <li>(d) have its request appear at the top of every sheet, if it consists of more than one sheet of signatures; and</li> <li>(e) contain the names, community of residence and signatures written directly on the petition and not pasted or otherwise transferred to it.</li> </ul> |                            |
| (7) A Member presenting a petition shall be responsible for any impertinent or improper matter that it contains.   | Member is responsible      |
| (8) Signatures on a petition must be handwritten, or they must be electronic signatures obtained from the Legislative Assembly e-petitions site.   | Form of signature          |
| (9) A Member, may, after notice, move that a petition be referred to a Standing or Special Committee which shall report its recommendations to the Assembly.   | Referred to Committee      |
| (10) The Clerk shall deliver copies of all petitions presented to either the Speaker or the Minister responsible.  | Clerk shall deliver copies |
| (11) The Speaker or the Minister responsible shall provide a response to a petition within 60 calendar days of its presentation. The response shall be tabled at the earliest opportunity.   | Response                   |

### **TABLING OF DOCUMENTS**

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|--|--|
| <p><b>4.5</b> (1) Under the item “Tabling of Documents”, a Member may provide to the House a written or printed paper providing information in any Official Language which may be of sufficient public import or interest and is not widely available in the public domain or which is required to be tabled in the House by any act or order of the Assembly.</p> | Tabling of documents                   |
| (2) A Member may make a brief factual statement to identify the document.  | Member may make statement              |
| (3) The Speaker shall ensure that the tabled document conforms to the rules and practices of the House and may rule a tabled document out of order.  | Speaker may rule document out of order |

## CHAPTER 5- STATEMENTS AND ADDRESSES

### COMMISSIONER'S ADDRESS

- Commissioner's Address **5.1** (1) The opening day of each Session shall begin with a "Commissioner's Address" read by the Commissioner of the Northwest Territories.
- Advance distribution to Members (2) The Commissioner's Address shall be provided to the Clerk in advance of the House Sitting for distribution to all Members on the day the Address is delivered in the Assembly.

### REPLIES TO COMMISSIONER'S ADDRESS

- Replies to Commissioner's Address **5.2** (1) Every Member may make one reply to the Commissioner's Address given under [Rule 5.1\(1\)](#) and speak on any matter for any length of time.
- Replies on orders of the day (2) The Clerk shall place the item "Replies to the Commissioner's Address" on the Order Paper for the day after opening day and for every following Sitting day, except the day designated for prorogation.

### MINISTERS' STATEMENTS

- Ministers' statements **5.3** (1) A Minister may make a factual announcement or statement of Government policy.
- Copies to Clerk (2) Each Minister's Statement shall be provided to the Clerk in advance of the House Sitting for distribution to all Members at the time the statement is delivered in the Assembly.
- Statement moved to Committee of the Whole (3) Any Member may, without notice, move a Minister's Statement into Committee of the Whole for discussion immediately following the conclusion of Ministers' Statements on the day that the statement was delivered in the Assembly.
- Time limit (4) The time allotted for Ministers' Statements shall not exceed 20 minutes.

### BUDGET ADDRESS

- Announcement of date **5.4** (1) Under the item "Ministers' Statements", the Minister of Finance shall inform the House of their intention to present a Budget Address on a specific date.
- Placed on orders of the day (2) Upon receiving notice of a Budget Address, the Speaker shall place the item "Budget Address" on the Orders of the Day for the day of presentation immediately after "Prayer".

(3) The Budget Address shall be provided to the Clerk in advance of the House Sitting for distribution to all Members on the day the Budget Address is delivered in the Assembly.

Advance distribution to Members

### **REPLIES TO BUDGET ADDRESS**

**5.5** (1) The Clerk shall place the item “Replies to Budget Address” on the Orders of the Day after “Recognition of Visitors in the Gallery” on the day of the presentation of a budget and for the next six Sitting days.

Placed on orders of the day

(2) Every Member may make one reply to each Budget Address which shall not exceed twenty minutes.

One reply

### **MEMBERS’ STATEMENTS**

**5.6** (1) Under the item “Members’ Statements”, a Member may make one statement on any matter.

Member may make one statement

(2) Statements made under Rule 5.6(1):

Limitations on statements

- (a) in the case of a Member speaking in one Official Language, shall not exceed two and one half minutes;
- (b) in the case of a Member who speaks in more than one Official Language for at least thirty seconds, shall not exceed three minutes; and
- (c) shall be confined to one matter.

(3) The Speaker may order a Member who makes improper use of the Members’ Statement to take their seat.

Improper use

(4) A Minister may make a statement in accordance with Rules 5.6 (1) and (2) but that statement must not relate to their responsibility as a Minister.

Members’ statement by Minister

### **RECOGNITION OF VISITORS IN THE GALLERY**

**5.7** (1) Under the item “Recognition of Visitors in the Gallery”, a Member may make a statement of introduction of a visitor in the gallery, or a page or interpreter serving in the House.

Recognition of visitors

(2) Introductions made under Rule 5.7(1) shall not exceed 30 seconds.

Time limit

## ACKNOWLEDGEMENTS

Member may  
make  
statement     **5.8(1)** Under the item “Acknowledgements”, a Member may make a statement recognizing a significant milestone or accomplishment of a constituent as set out in [Appendix B – Guidelines Pertaining to Acknowledgements](#).

Limitations     (2) Acknowledgements made under Rule 5.8(1):

- (a) shall not exceed thirty seconds;
- (b) shall be limited to one acknowledgement per day by any Member;
- (c) shall be provided in writing to the Speaker at least one hour prior to the commencement of the Sitting day;
- (d) shall be allowed at the sole discretion of the Speaker; and
- (e) shall be confined to the Member’s own constituents.

## CHAPTER 6 – MOTIONS AND VOTING

### NOTICES OF MOTION

- 6.1** (1) A Member must give two Sitting days' notice of a motion. Amount of notice required
- (2) Notwithstanding Rule 6.1(1), notice is not required for the following motions: Exceptions
- (a) to continue Sitting beyond the normal hour of adjournment to continue consideration of a specified item of business;
  - (b) to amend a bill or a motion introduced in Committee of the Whole;
  - (c) to suspend a Member from the Assembly;
  - (d) to order the withdrawal of strangers;
  - (e) to adjourn the Assembly or a debate;
  - (f) to deal with a question of privilege;
  - (g) relating to bills after their introduction;
  - (h) to set aside the ordinary business of the House to discuss a matter of urgent public importance, provided that one hour's notice has been given to the Speaker;
  - (i) to move a Minister's Statement into Committee of the Whole on the same day it is presented;
  - (j) to amend another motion;
  - (k) relating to the introduction of appropriation bills ordered by the Assembly under [Rule 8.5\(5\)](#);
  - (l) to report progress in Committee of the Whole; or
  - (m) to elect a Speaker.
- (3) A member giving notice shall: Content of notice
- (a) specify the day on which the motion is to be moved;
  - (b) read the full text of the resolution portion of the motion; and
  - (c) deliver to the table a written copy of the motion.
- (4) The notice referred to in [Rule 6.3\(1\)](#) shall be printed in Hansard. Printed in Hansard
- (5) No Member shall give more than two notices of motion in one day. Notice limit

### MOTIONS AND AMENDMENTS

- 6.2** (1) A motion is used to propose that the Assembly: Motions
- (a) do something;
  - (b) order something to be done; or
  - (c) express an opinion on a matter.

Order or resolution	(2) An adopted motion becomes either an order or resolution of the Assembly. It becomes an order when the Assembly requires its Committees, its Members or its officers to do something. It becomes a resolution when it declares the opinion of the Assembly or affirms a fact or a principle.
Timing of response	(3) A motion adopted by the House, and requesting a response from the Government will require the Government to table such a response within 120 days, or at the earliest opportunity subsequent to the passage of 120 days.
Motions in writing	(4) All motions shall be in writing, read by the mover and seconded before being considered.
Non-debateable motions	(5) All motions are debated except those: <ul style="list-style-type: none"> <li>(a) to continue Sitting beyond the daily hour of adjournment;</li> <li>(b) to suspend a Member from the Assembly;</li> <li>(c) to order the withdrawal of strangers;</li> <li>(d) to give first reading to a bill;</li> <li>(e) to adjourn the Committee of the Whole or the Assembly;</li> <li>(f) to remove the Speaker, Deputy Speaker or a Deputy Chair of Committee of the Whole;</li> <li>(g) to concur with the report of the Committee of the Whole;</li> <li>(h) to move a Minister's Statement into Committee of the Whole;</li> <li>(i) to defer a motion or item under discussion; or</li> <li>(j) to elect a Speaker.</li> </ul>
Right to speak once	(6) Every Member has the right to speak to a motion.
Mover's right to close debate	(7) The mover of a motion also has the right to the last reply. The Speaker shall inform the Assembly that the reply of the mover of the original motion closes the debate.
No right to last reply	(8) Notwithstanding Rule 6.2(7), the mover of an amendment to a motion has no right to the last reply.
Motions during debate	(9) When a motion is under debate no other motion shall be received except: <ul style="list-style-type: none"> <li>(a) to amend the motion;</li> <li>(b) to postpone the motion to a specific day;</li> <li>(c) to adjourn the debate;</li> <li>(d) to defer the motion;</li> <li>(e) to refer the motion to Committee of the Whole or to a Standing or Special Committee;</li> <li>(f) to extend Sitting hours;</li> <li>(g) to report progress when in Committee of the Whole; or</li> <li>(h) to adjourn the Assembly.</li> </ul>

<p>(10) A motion to amend a motion may be proposed in writing, without notice to:</p> <ul style="list-style-type: none"> <li>(a) delete certain words;</li> <li>(b) delete certain words in order to insert or add other words in their place; or</li> <li>(c) insert or add words.</li> </ul>	Amendments
<p>(11) An amendment is required to be relevant to the subject matter of the original motion.</p>	Relevance of amendment
<p>(11) An amendment to the amendment may be proposed, but no motion to amend further is permitted until the consideration of the sub-amendment is concluded. A sub-amendment may propose to modify the amendment but shall not enlarge the scope of the amendment or substitute an entirely new proposal.</p>	Amendment to an amendment
<p>(12) A motion to refer a bill or another motion to Committee of the Whole or to a Standing or Special Committee shall take precedence over amendments to the bill or the original motion, as the case may be.</p>	Motion to refer
<p>(13) A Member who has made a motion may withdraw it with the consent of the seconder provided debate has not begun.</p>	Withdraw motion
<p>(14) Whenever the Speaker is of the opinion that a motion offered to the Assembly is contrary to the Rules and privileges of the Assembly, the Speaker shall inform the Assembly immediately, quoting the applicable Rules or authority, and shall not put the motion before the Assembly.</p>	Motion is out of order
<p>(15) A motion that has been called twice by the Speaker and not proceeded with shall be dropped but may be restored to the Order Paper after due notice.</p>	Motion dropped
<p>(16) If a restored motion is again called by the Speaker and not proceeded with, it shall be dropped from the Order Paper, and may not be introduced again during the same Session.</p>	Motion withdrawn from order paper
<p>(17) A formal motion that has been defeated in the Assembly cannot be introduced again in the same Session. A motion that has been carried may be rescinded by a new motion.</p>	Motion defeated; Motion rescinded
<p>(18) A motion defeated in Committee of the Whole may only be introduced again by a formal motion in the same Session.</p>	Motion defeated in Committee of the Whole

## MOTION TO ADJOURN

Motion to adjourn **6.3** (1) A motion to adjourn either the Assembly or a debate is always in order, but no second motion to adjourn may be made until an intermediate proceeding has taken place.

## VOTING

Quorum required **6.4** (1) If a quorum of Members is not present on a motion, the Speaker or Chair of Committee of the Whole shall call in the Members in accordance with [Rule 2.3 \(4\)](#) and [\(5\)](#).

Speaker putting question (2) When the Speaker is putting a question, no Member shall enter, leave or cross the Chamber, or make any noise or disturbance. If a Member enters the Chamber when a question has been put, not realizing this is the case, they shall not vote on that question.

Majority vote (3) Motions shall be decided by a majority of Members voting.

Casting vote (4) In the case of a tie, the Speaker or Chair of Committee of the Whole shall cast the deciding vote, and may state reasons.

Recorded vote (5) The names of the Members voting on the motion shall not be recorded in Hansard unless a Member requests a recorded vote.

Process for recorded vote (6) When a recorded vote is requested, the Speaker shall first call upon the mover of the motion, and then upon those voting in the affirmative, and in the negative, and those abstaining to rise. Names shall be called successively from the mover's left and shall be recorded in Hansard.

## CHAPTER 7 – QUESTIONS OF MINISTERS

### NATURE OF QUESTIONS

- 7.1 (1) A Member may ask a Minister written and oral questions relating to the administrative responsibility of the government or of the individual Minister. Questions
- (2) In putting a question or replying to it, no argument, opinion or facts shall be stated except so far as is necessary to explain, and the matter referred to shall not be debated. Form of question

### ORAL QUESTIONS

- 7.2 (1) An oral question shall be concisely and clearly put, and may include a short preamble. An oral question shall refer only to a matter which may reasonably be assumed to be within the present knowledge of the Minister to whom it is directed. Questions concise and clear
- (2) The Minister may: Minister's response
- (a) answer the question in concise and clear fashion;
  - (b) state that they take the question as notice and answer it orally on a subsequent day under the item "Returns to Oral Questions"; or
  - (c) decline to answer.
- (3) When a question is taken as notice, the Speaker shall add it to the Orders of the Day under the item "Returns to Oral Questions". The Speaker may rule out of order, any questions similar in nature to a question which has been taken upon as notice on that same day. Taken as notice
- (4) When a Minister answers an oral question, a Member may ask only three supplementary questions. These supplementary questions must be directly related to the same subject. Three supplementary questions
- (5) The time allotted for oral questions shall not exceed sixty minutes. Time limit
- (6) A Minister who makes a commitment to provide additional information to a Member during Oral Questions shall table that information in the Assembly at the earliest opportunity. Commitments

## WRITTEN QUESTIONS

- Written Questions **7.3** (1) Under the item “Written Questions”, a Member may ask written questions of Ministers. A question which would be likely to require a detailed or complex answer, or which would not reasonably be assumed to be within the present knowledge of the Minister, should be posed as a written question.
- Filed with Clerk (2) All written questions shall be filed with the Clerk, who shall endorse the date of filing and provide copies to all Members.
- Conforming to Rules (3) The Speaker shall ensure that a written question conforms to the Rules and practices of the House and may rule a written question out of order.
- Form of question (4) A written question may only contain the one initial question and four supplementary questions.
- Number of questions (5) A Member may only have five written questions on the Order Paper at any one time.

## RETURNS TO WRITTEN QUESTIONS

- Filed with Clerk **7.4** (1) A Minister shall provide a return to written question within 21 calendar days by filing a reply with the Clerk, who shall endorse the date of filing.
- Extended adjournment (2) If the 21 calendar days lapses between Sittings, the Minister shall file a reply with the Clerk no later than the first day of the next Sitting.
- Provisional reply (3) If the Minister cannot provide an answer in the time allotted, they may file a provisional return with the Clerk indicating:
- (a) that the return to the written question is not ready,
  - (b) the reason for the delay, and
  - (c) the date upon which the information will be provided.
- Assembly advised of returns (4) Under the item “Returns to Written Questions”, the Clerk shall inform the Assembly of the returns or provisional returns received, deliver copies to all Members, and have the returns printed in Hansard.
- Minister may read return (5) Under the item “Returns to Written Questions”, a Minister may read a return which has been filed in accordance with Rule 7.4(1).

## CHAPTER 8 – BILLS AND FINANCIAL PROCEDURES

### BILLS

- 8.1** (1) Every bill shall be sponsored by a Minister or Member and be introduced upon notice of motion for first reading specifying the title of the bill. Notice required
- (2) No bill may be introduced in blank or incomplete form. Incomplete bill

### READINGS OF BILLS

- 8.2** (1) Every bill shall receive three separate readings, on different days, before being passed. Three separate readings
- (2) Notwithstanding Rule 8.2(1), a bill may be read two or three times, or advanced two or more stages in one day, unless this action is opposed by two or more Members. Consent to advance bill
- (3) When a bill is presented, the question “That this bill be now read for the first time” is deemed ready for second reading. Deemed read and carried at first reading
- (4) The Clerk or their delegate, shall certify upon each bill the date of reading and passage. Bills certified
- (5) Every bill shall be read twice in the Assembly before amendment. Bills read twice
- (6) The debate on a motion for second reading must be limited to the object, expediency, principles and merits of the bill. The details of the bill are not debateable. Second reading debate
- (7) When a bill is read for the second time it stands referred to a Standing or Special Committee. Referred to Committee
- (8) At third reading, a Member may propose amendments to a bill. Amendment at third reading

### COMMITTEE REVIEW OF BILLS

- 8.3** (1) Bills referred to a Standing or Special Committee shall not be proceeded with until the Assembly receives the report of the Committee or 120 calendar days pass from the day the bill was given second reading. Bill may not proceed
- (2) A Standing or Special Committee may request an extension of the 120-day review period by motion under item “Reports of Committees on the Review of Bills.” Request for extension

- Notice of intent to proceed (3) Where 120 days have passed from the day the bill was given second reading, or the period of an extension granted pursuant to Rule 8.3(2) has expired, and the Committee has not reported the bill:
- (a) Notice of intent to proceed with a bill not reported in accordance with Rule 8.3(1) may be given to the House by the sponsor of the bill under the item “Ministers’ Statements” on the Order Paper if it is a government bill, and under “Members’ Statements” if it is a Private Member’s Bill.
  - (b) On the third Sitting day after receipt of a “Notice of Intent” the Speaker shall have the bill placed on the Orders of the Day in Committee of the Whole.
- Review in public (4) A Standing or Special Committee shall conduct its clause by clause review of a bill in public.
- Sponsor’s concurrence (5) All amendments made in a Standing or Special Committee must have the concurrence of the sponsor of the bill.
- Reporting bills to Committee of the Whole (6) All amendments made by a Standing or Special Committee shall be reported to the Assembly. Every bill reported from any Committee, whether amended or not, shall be received by the Assembly and ordered into Committee of the Whole.
- Bill reprinted as amended by Committee (7) Where a Standing or Special Committee amends a bill, the bill shall be reprinted as amended and introduced with the report of the Committee.
- Two sitting days (8) A bill reported by a Standing or Special Committee shall not be considered in Committee of the Whole until two Sitting days have passed from the presentation of the report.

## COMMITTEE OF THE WHOLE REVIEW OF BILLS

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|--|-----------------------------------|
| <p><b>8.4</b> (1) In proceedings of Committee of the Whole on bills, the title and preamble are first postponed; then Committee considers every other clause, and schedule, where applicable, in proper order. The preamble and title are considered last and cannot be amended.</p> | Clauses considered in order       |
| <p>(2) All amendments proposed to bills in Committee of the Whole must be written and translated into French and made available to the Assembly at the time the amendment is proposed.</p>   | Amendments written and translated |
| <p>(3) When Committee of the Whole is considering a bill, questions relating to the content of the bills shall only be addressed to the Minister or sponsor of the bill.</p>   | Questions only to sponsor         |
| <p>(4) Notwithstanding Rule 8.4(3), the sponsor of the bill may refer questions on a bill to another Minister or Member.</p>   | Questions referred                |
| <p>(5) When Committee of the Whole is considering a bill or estimates document, the sponsor of the bill or estimates document may have witnesses appear to supply information as required.</p>   | Witnesses may appear              |
| <p>(6) When Committee of the Whole amends a bill, it shall be reprinted as amended if so ordered by the Committee.</p>   | Reprinting of amended bills       |
| <p>(7) When the bill has been sent to be reprinted, it shall not be considered at third reading, until the reprint is made available to Members.</p>   | No consideration until reprinted  |
| <p>(8) All amendments made in Committee of the Whole shall be reported by the Chair.</p>   | Chair shall report amendments     |
| <p>(9) The report of a bill from Committee of the Whole shall be received and the motion for concurrence shall be disposed of without debate or amendment.</p>   | Report stage                      |
| <p>(10) When a bill is reported from Committee of the Whole, the Speaker shall place the bill on the next Orders of the Day for third reading.</p>   | Ordered for third reading         |

## FINANCIAL PROCEDURES

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|--|---------------|
| <p><b>8.5</b> (1) The Assembly may not adopt or pass any vote, motion or bill for the appropriation of public revenue except for a purpose recommended to the Assembly by the Commissioner in the Session in which the vote, motion or bill is proposed.</p> | Money message |
|--|---------------|

- Taxation measures (2) Rule 8.5(1) relates only to appropriations and does not refer to the imposition of taxes. The only condition imposed on a taxation measure is that a Minister must introduce it.
- Estimates documents (3) An estimates document when tabled in the Assembly is deemed referred to Committee of the Whole immediately.
- Appropriation bills (4) The adoption of any motion to concur in estimates documents shall be an order of the Assembly to introduce an appropriation bill or bills based thereon.
- Reading of appropriation bills (5) Notwithstanding [Rule 8.2\(1\)](#), when an appropriation bill is introduced to appropriate sums of money contained in the estimates document as approved by the Committee of the Whole, the bill may receive second and third reading on the same day on which it received first reading.
- Third reading (6) Notwithstanding [Rule 8.2\(7\)](#), when an appropriation bill is read for the second time, it is deemed ready for third reading.

## CHAPTER 9 COMMITTEES OF THE ASSEMBLY

### COMMITTEE OF THE WHOLE

<b>9.1</b> (1) The Rules and procedures of the Legislative Assembly shall be observed in Committee of the Whole so far as they are applicable.	Rules of Committee
(2) Speeches in Committee of the Whole must be strictly relevant to the item or clause under consideration.	Debate
(3) The Chair shall maintain order in Committee of the Whole and shall decide all questions of order subject to an appeal to the Speaker.	Maintaining order in Committee
(4) The Assembly, on receiving a report from the Committee, may censure disorder in Committee of the Whole.	Disorder in Committee
(5) No Member shall speak for more than 10 minutes at any one time in Committee of the Whole.	Time limit on speaking
(6) Subject to the discretion of the Chair, a Member may speak more than once to a matter under discussion but not until every Member wishing to do so has spoken.	Speaking more than once
(7) The requirement for seconding motions does not apply in Committee of the Whole.	No seconding of motions
(8) The Chair of a Standing or Special Committee that considered a matter shall not Chair the Committee of the Whole when that matter is under discussion.	Ineligible Chairs
(9) The Chair of Committee of the Whole shall not vote except to cast the deciding vote in the case of a tie.	Casting vote
(10) The Committee of the Whole shall report to the Assembly on progress regarding bills and other matters under consideration.	Report of progress
(11) The Speaker shall receive the report of progress from Committee of the Whole and the motion of concurrence shall be disposed of without debate or amendment.	Motion for concurrence
(12) A motion that the Chair of Committee of the Whole rise to report progress shall always be in order, shall take precedence over any other motion, and shall not be debateable.	Motion to report progress
(13) If a motion referred to in Rule 9.1(12) is defeated, a Member may not reintroduce the motion unless some intermediate proceeding has taken place.	Motion defeated

Form of report (14) The Chair shall report progress in the following manner; “M. Speaker, your committee has risen and wishes to report progress. Your committee has been considering...”

## **STANDING AND SPECIAL COMMITTEES**

- Standing Committees **9.2** (1) Standing Committees are established by each Assembly and continue in existence unless otherwise ordered.
- Standing Committee on Accountability and Oversight (2) At its first Sitting after a general election, the Assembly shall appoint the Standing Committee on Accountability and Oversight as including all Members with the exception of those Members appointed to the Executive Council, and the Speaker.
- Appointment of Members to Committees (3) The Standing Committee on Accountability and Oversight shall report and recommend, with all convenient speed, Members to comprise the following Standing Committees of the Assembly:
- (a) on Economic Development and Environment;
  - (b) on Government Operations;
  - (c) on Rules and Procedures;
  - (d) on Social Development; and
  - (e) on any other Standing and Special Committees as directed by the Assembly.
- Terms of reference (4) The terms of reference for each Standing Committee is set out in [Appendix C – Committee Terms of Reference](#).
- Board of Management (5) At its first Sitting after a general election, the Assembly shall appoint a Board of Management in accordance with Section 36 of the *Legislative Assembly and Executive Council Act*.
- Number of Members (6) With the exception of the Standing Committee on Accountability and Oversight, a Committee established pursuant to Rule 9.2(1) shall consist of no more than six members.
- Alternate Members (7) Each Standing Committee with the exception of the Standing Committee on Accountability and Oversight shall have three alternates, each of whom may be called upon by the Chair to take the place of an absent Committee Member when the absence of a Committee Member results in a lack of quorum. When called upon by the Chair to participate in Committee business, the alternate shall be entitled to vote on any matter arising during that meeting.
- Special Committees (8) At any time, the Assembly may appoint a Special Committee for any purpose or to consider any matter referred to it by the Assembly.

(9) A Special Committee established pursuant to Rule 9.2(8) shall consist of not more than five Members unless otherwise ordered by the Assembly.

Number of  
Members on  
Special Committee

## **PROCEDURES IN STANDING AND SPECIAL COMMITTEES**

**9.3** (1) The Rules and Procedures of the Legislative Assembly shall be observed in Committees in so far as they are applicable.

Rules of  
Committees

(2) The Clerk shall distribute to every Member a list of the Members comprising the Committees and the Board of Management.

List of Members

(3) The Member first named in the motion establishing the membership of any Committee shall call the first meeting of the Committee.

First meeting

(4) At the first meeting, the Committee shall elect a Chair and Deputy Chair, or Co-Chairs, who shall act at the pleasure of the Committee.

Election of chairs

(5) Quorum is required for a Committee meeting.

Quorum required

(6) The Clerk shall post notices of all Committee meetings in the Legislative Assembly office and circulate them to all Members.

Notice of meetings

(7) A Member of a Standing or Special Committee who is absent from Committee meetings without cause may be removed from the membership of the Committee by a motion adopted by the Assembly.

Removal of  
Members

(8) In the case of a vacancy in the membership of a Standing or Special Committee, the Standing Committee on Accountability and Oversight, shall propose a successor to the Assembly. In the case of a Committee that includes a Member or Members of the Executive Council, where the vacancy arises as a result of the resignation or removal of a Member of the Executive Council, the Executive Council shall propose a successor to the Assembly.

Filling vacancies

(9) The Chair shall maintain order in Committee and shall decide all questions of order subject to an appeal to the Speaker.

Maintaining order  
in Committee

(10) The Chair of the Committee shall not vote except to cast the deciding vote in the case of a tie.

Casting deciding  
vote

(11) A Member, who is not a Member of the Executive Council or the Speaker, and who is not a Member of the Committee, may attend Standing Committee meetings and may address the Committee after its Members have spoken, according to any limits imposed by the Chair.

Members may  
attend meetings

Exception	(12) Rule 9.3(11) does not apply to public meetings of Standing Committees or when a Member of the Executive Council has been invited to attend a Standing Committee meeting.
Only Committee Members vote	(13) Only Members of a Committee shall vote on any question to be decided by the Committee.
Powers of Committees	(14) Standing and Special Committees have the power to call for persons and documents and to examine witnesses.
Requirement to meet	(15) Standing and Special Committees may meet at any time, and shall meet at least once per year.

### **REPORTS OF COMMITTEES**

Committee Reports	<b>9.4</b> (1) Every report of a Standing or Special Committee shall be in writing and signed by the Chair. The Chair or Deputy Chair shall present the report under the item “Reports of Standing and Special Committees” on the Order Paper. During the presentation of the report, the Chair or Deputy Chair may share the reading of the report with one or more Committee Members.
Motion to receive report	(2) The Member presenting the report shall move that the Assembly receive the report.
Report adopted or referred	(3) A report from a Standing or Special Committee may, without notice, be: <ul style="list-style-type: none"> <li>(a) adopted by the Assembly;</li> <li>(b) referred to Committee of the Whole; or</li> <li>(c) referred back to the Committee which presented it.</li> </ul>
Two sitting days	(4) Committee of the Whole shall consider a report from a Standing or Special Committee until two Sitting days have passed from the presentation of the report.
Response to report	(5) A motion adopted by Committee of the Whole, requesting a response from the Government to the Committee report and any related motions, will require the Government to table a comprehensive response within 120 days, or at the earliest opportunity subsequent to the passage of 120 days.

### **COMMITTEE DOCUMENTS**

Committee documents	<b>9.5</b> (1) All documents which come into the possession of a Committee or which come into existence in the course of the conduct of Committee business: <ul style="list-style-type: none"> <li>(a) belongs to that Committee before it reports to the Assembly; and</li> <li>(b) belongs to the Assembly after the Committee reports to the Assembly, subject to any direction of the Speaker acting on order of the Assembly.</li> </ul>
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(2) Notwithstanding Rule 9.5(1), where a Committee does not report to the Assembly before dissolution of the Assembly, all Committee documents belong to the Assembly upon its dissolution subject to:

Disposition of Committee documents

- (a) any direction of the Committee as to their disposal;
- (b) any direction by order of the Assembly as to their disposal; or
- (c) the direction of the Speaker in absence of any other direction.

## **WITNESSES BEFORE COMMITTEES**

**9.6** (1) A Standing or Special Committee may invite witnesses to appear before them at the discretion of the Chair.

May invite witnesses

(2) A Committee of the Assembly shall not formally summon a witness to attend before them unless a Committee Member has filed a certificate with the Chair stating that the evidence to be obtained from the witness is in the Member's opinion material and important.

Summoning of witnesses

(3) The Clerk, with the approval of the Speaker, may authorize payment to witnesses summoned by a Committee of a reasonable daily amount during their travel and attendance plus a reasonable amount for travelling expenses.

Payment to witnesses

(4) The claim of a witness for payment shall state the number of days the witness was in attendance before the Committee, the duration of necessary travel and the amount of travel expenses. The Chair and the Clerk of the Committee shall certify the claim and statement before payment.

Payment claims certified

(5) Notwithstanding [Rule 8.4\(5\)](#), witnesses shall appear before Committee of the Whole through the adoption of a motion of approval by the Assembly.

Appearance of witnesses

(6) No witness shall appear before Committee of the Whole when an expenditure of funds is required unless the Assembly has adopted a motion of approval.

Motion for expenditure of funds

(7) Each question directed to a witness and each reply shall be made through the Chair. The Chair may rule out of order any question which:

Questions ruled out of order

- (a) is of a nature that would tend to intimidate or embarrass the witness;  
or
- (b) constitutes a personal allegation against the witness.

(8) No Member shall propose a motion in Committee of the Whole when witnesses are present, except when Committee is considering bills or estimates documents.

No motions in presence of witnesses

## CHAPTER 10 – REMOTE SITTINGS

### DECISION TO SIT REMOTELY

Direction to sit remotely

**10.1** (1) The Speaker may direct that all or part of a Session or Sitting occur remotely when:

- (a) a state of emergency for the entire Territory has been issued under the *Emergency Management Act*;
- (b) a public health emergency has been declared under the *Public Health Act*; or
- (c) the Speaker is satisfied, after consultation with the Executive Council and Members of the Legislative Assembly, that the health, safety or wellbeing of Members would be at risk by meeting in person.

Speaker may allow a Member to participate remotely

(2) The Speaker may, upon the request of a Member, allow that Member to participate in all or part of a Session or Sitting remotely, where:

- (a) a state of emergency has been declared where the Member is located, that would prevent them from travelling to participate in all or part of a Session;
- (b) an Order of the Chief Public Health Officer would prohibit the Member's travel to participate in all or part of a Session; or
- (c) any other time where the Speaker is satisfied that the Member's safety, or health, or the safety and health of their spouse, dependent or other Members would be at risk if they were required to travel to participate in all or part of a Session or Sitting.

Considerations

(3) When making a decision, the Speaker shall consider the circumstances of the Member, and whether or not the Member is unable to participate because of their own actions, or the actions of others.

### PARTICIPATION OF MEMBER(S) REMOTELY

Rules of Assembly to be observed

**10.2** (1) As far as they are applicable, the Rules and Procedures of the Legislative Assembly shall be observed when one or more Members are participating remotely, unless otherwise noted in this section.

Placement of Mace

(2) Where all Members are participating in all or part of a Session or Sitting remotely, the Sergeant-at-Arms should place the Mace in its normal place in the Chamber, and be displayed to Members. Where circumstances prevent the placement of the Mace in the Chamber, the Sergeant-at-Arms should place and display the Mace in a manner keeping with its symbolic significance.

(3) A Member participating in all or a portion of a Session remotely shall be counted for the purpose of determining quorum, is considered to have been in attendance, and may vote on any matter in which they are entitled to vote as though they were participating in person.	Included for purpose of quorum
(4) A Member participating in all or a portion of a Session remotely may exercise all their rights and privileges as if they attended in person, except where these Rules specifically restrict those same rights and privileges.	Member retains rights and privileges
(5) For the purpose of recording attendance in Hansard, and in Votes and Proceedings, it shall be recorded that a Member participated remotely.	Remote participation recorded
(6) When one or more Members are appearing remotely, the Speaker may announce to the House when one of those Members connects to, or disconnects from the proceedings.	Connection to proceedings
(7) The Speaker or Chair may suspend consideration of all or a portion of proceedings to ensure the full participation of Members.	Suspend consideration
(8) The Speaker or Chair may, with consent, resume consideration of all or a portion of proceedings if they are satisfied that Member have or have had the opportunity to participate fully.	Resume consideration
(9) A Member appearing by videoconference must ensure the background displayed is neutral and not distracting.	Neutral background
(10) Where a presiding officer believes a background is not neutral or distracting, they may order the Member to change their background.	Change background
(11) Where a Member refuses or is unable to change their background, the presiding officer may order the Clerk to disconnect the Member's video and allow the Member to participate by audio connection only.	Disconnect video

### **VOTING IN REMOTE SITTINGS**

<b>10.3(1)</b> The Speaker shall conduct all votes on readings of Bills, or on any motion that requires notice as recorded votes.	Recorded votes
(2) Notwithstanding <a href="#">Rule 6.4(5)</a> , in the event of a recorded vote, the Clerk shall call on each Member to announce their vote, either favour, opposed or abstaining, in the following manner:	Procedure for recorded votes
<ul style="list-style-type: none"> <li>(a) The Clerk shall begin with the Mover of the motion, and will then call on each Member appearing remotely in the order of their seats in the Chamber, starting to the left of the Mover.</li> <li>(b) The Clerk shall call the riding of any Member appearing remotely three</li> </ul>	

times. If the Member does not announce their vote, the Clerk shall move on to the next Member appearing remotely, without recording a vote for the Member who failed to respond.

- (c) After recording the votes of Members appearing remotely, the Clerk shall call on each Member in the Chamber to announce their vote successively, starting with the Member to the left of the mover.
- (d) If a Member appearing remotely loses their connection during a recorded vote, they have three minutes from the end of the roll call to contact a Clerk at the table and identify their vote. The Clerk shall record and announce that Member's vote before providing the Speaker with the results of the recorded vote.
- (e) If a Member does not contact a Clerk at the table to identify their vote within three minutes from the end of the roll call, the Clerk shall provide the Speaker with the results of the recorded vote, and not record a vote for that Member.

### **REMOTE STATEMENTS AND QUESTIONS**

Member's  
statements

**10.4** (1) If a Member appearing remotely loses their connection while they are making their Member's Statement, and reconnects before the Assembly has moved on to the next item on the Order Paper, the Speaker shall allow the Member to conclude their statement.

Statement  
printed

(2) If a Member reconnects after the Assembly has moved on to the next item on the Order Paper, the Member may choose to provide their statement to the Clerk in writing, who shall have it printed in full in Hansard.

Questions

(3) If a Member appearing remotely loses their connection while asking an oral question, the Speaker shall allow that Member to continue their questions if the Member reconnects before the time allotted for Oral Questions has expired.

Questions in  
writing

(4) If a Member does not reconnect before the time allotted for Oral Questions has expired, the Member may submit to the Clerk in writing, their question, and up to three supplemental questions in writing:

- (a) The Clerk shall forward the questions to the relevant Minister, who shall provide a response to the Clerk within two Sitting days.
- (b) Upon receipt of a response, the Clerk shall, when the time for Returns to Oral Questions is called, advise the House of the receipt of the response, and that the response shall be printed in full in that day's Hansard.
- (c) A question submitted under this Rule, does not count towards a Member's number of Written Questions under [Rule 7.3\(5\)](#).

(5) If during the time allotted for Oral Questions, a Member asks a question of a Minister who is appearing remotely, and the Minister loses their connection, the Speaker shall redirect the question to the Premier or their designate to respond.

Redirect questions

(6) If a Member appearing remotely has, pursuant to [Rule 7.3\(2\)](#), filed a Written Question with the Clerk in advance of that day's Sitting, and loses their connection prior to Written Questions being called on the Order Paper, the Clerk may announce the question and have it printed in its entirety in Hansard.

Announce written question

## MODIFICATIONS TO RULES FOR REMOTE SITTINGS

**10.5(1)** When all Members are appearing remotely, the Rules and Procedures of the Assembly are modified as follows:

Modifications to Rules

- (a) Members may remain seated when normally required to stand;
- (b) Only an executive summary of a report of a Standing or Special Committee shall be read aloud, and the remainder of the report shall be deemed read and printed in full in Hansard without need for a motion to that effect.
- (c) Notwithstanding [Rule 5.2\(1\)](#), a Member may not make a Reply to the Commissioner's Address.
- (d) If a Member is disconnected while providing their Reply to the Budget Address, the Clerk shall note and record the time remaining on the clock. The Speaker shall provide the Member their remaining amount of time on the next day they are present if Replies to the Budget Address remains on the Order Paper. If pursuant to [Rule 5.5\(1\)](#), Replies to the Budget Address no longer appears on the Order Paper, a Member who is disconnected while providing their reply, may provide their reply in writing to the Clerk, and have it printed in Hansard, on the day they were disconnected.
- (e) Where a Member is required to give notice of a motion notwithstanding [Rule 6.1\(1\)](#), the Member shall give three Sitting days' notice.
- (f) When a motion to give a bill second reading is being debated, a Member may, instead of speaking to the bill, submit to the Clerk, a written statement to the object, expediency, principles and merit of the bill that will be printed in full in Hansard.

(2) Where the Rules in this section are silent on a matter covered elsewhere in the Rules, the Speaker may amend any Rule or procedure as required to allow for the effective participation of Members appearing remotely, and the efficient operation of the Chamber.

Speaker may amend rule or procedure

Review after  
remote sitting

(3) After a Sitting where all Members appeared remotely, the Speaker shall ask the Standing Committee on Rules and Procedures to conduct a review of that Sitting and to make recommendations to the Assembly for improvements and proposed amendments to these Rules.

## **APPENDIX A**

### **DIRECTION REGARDING THE USE OF ELECTRONIC DEVICES IN THE CHAMBER**

- A.1** (1) The use of any electronic device in the Chamber is subject to the overriding discretion of the Speaker to ensure that order and decorum are maintained at all times.
- (2) Any electronic device used in the Chamber must be on silent mode.
- (3) No electronic device may be used as telephone.
- (4) No electronic device may be used during the following times:
- (a) prayer;
  - (b) at any time when the Commissioner is present in the Chamber;
  - (c) during the Speaker's opening and closing remarks and when the Speaker is delivering a ruling;
  - (d) during votes of the Assembly; and
  - (e) at any other time designated pursuant to instruction from the Speaker.
- (5) Members should exercise courtesy and good judgment in using electronic devices in the Chamber so as not to distract fellow Members or to detract in any way from the proceedings.
- (6) A Member shall not use an electronic device to record in either audio, photo or video the proceedings in the Chamber.

## **APPENDIX B**

### **GUIDELINES PERTAINING TO ACKNOWLEDGEMENTS**

**B.1** (1) The use of acknowledgements is at the sole discretion of the Speaker.

(2) A Member must provide advance notice of the content and focus of an acknowledgment no later than one hour prior to the Sitting day the acknowledgment will be given.

(3) A Member may only acknowledge constituents.

(4) An acknowledgement shall not exceed thirty seconds.

(5) Members are limited to one acknowledgement per day.

(6) Acknowledgements are allowed for the following:

- (a) birthdays at the age 80, 85 and 90, and every year thereafter;
- (b) anniversaries at 50 years and every five years thereafter;
- (c) death of a constituent;
- (d) graduations from high school and post-secondary educational or training programs lasting more than one year and which result in a professional designation, university degree, college diploma, trade certificate or ticket;
- (e) territorial, national or international award won by or presented to an individual constituent by a credible and recognized organization; and
- (f) retirement after 20 years or more of employment in the Northwest Territories.

## APPENDIX C

### COMMITTEE TERMS OF REFERENCE

**C.1** The Standing Committee on Accountability and Oversight shall:

- (a) review issues which have government-wide implications, including all issues relation to Devolution implementation, and the overview of the budget and fiscal framework;
- (b) review the Government of the Northwest Territories reports on financial and performance results and program and policy evaluations to ensure anticipated outcomes are being achieved and accountability is maximized;
- (c) coordinate Sessional business scheduling and planning in cooperation with appropriate Ministerial representatives;
- (d) coordinate Committee public consultation efforts with respect to budget and fiscal matters;
- (e) monitor and evaluate Ministerial performance issues;
- (f) consider issues related to land claims and self-government negotiations;
- (g) consider issues related to public engagement and transparency efforts by standing and special committees;
- (h) consider issues related to federal and international relations;
- (i) consider the budgets and financial management of any boards and agencies that are outside the responsibility of any Standing Committee; and
- (j) consider any other matter referred by the House.

(2) The Standing Committee on Economic Development and Environment shall consider the following matters with respect to the Departments of Environment and Natural Resources; Industry, Tourism and Investment; Infrastructure; and Lands:

- (a) review multi-year business plans and budgets, bills, boards and agencies including the Northwest Territories Business Development and Investment Corporation and the Public Utilities Board;
- (b) review departmental performance, including that of boards and agencies;
- (c) consider matters related to climate change; and
- (d) consider any other matter referred by the House.

(3) The Standing Committee on Government Operations shall consider the following matters with respect to the Departments of Executive and Indigenous Affairs; Finance; Municipal and Community Affairs; the Workers Safety and Compensation Commission of the Northwest Territories and Nunavut; and the Northwest Territories Power Corporation:

- (a) review multi-year business plans and budgets, bills, boards and agencies;
- (b) review departmental performance and Official Languages issues, including that of boards and agencies;
- (c) review, as necessary or appropriate, the annual and other reports of the Statutory Officers of the Legislative Assembly, including the Languages Commissioner, the Information and Privacy Commissioner, the Equal Pay Commissioner, the Human Rights Commission, and the Office of the Ombud;
- (d) examine the reports of the annual financial statements and public accounts of the Government of the Northwest Territories and the Report of the Auditor General;
- (e) in the event that the Assembly is not in Session, the Speaker may provide the Auditor General's Report and the Minister of Finance may provide the public accounts to the Committee for review, which may include public hearings, in advance of tabling; and
- (f) consider any other matter referred by the House.

(4) The Standing Committee on Rules and Procedures shall:

- (a) review the reports of the Chief Electoral Officer on the conduct of elections, plebiscites, or votes conducted in the Northwest Territories in accordance with statute;
- (b) review, as necessary or appropriate, the annual and other reports of the Integrity Commissioner;
- (c) review, as necessary the Code of Conduct;
- (d) review and make recommendations on the implications and impacts that the implementation of self-government agreements will have on the powers, structures and procedures of the Legislative Assembly; and
- (e) inquire into such matters as may be referred to it by the Legislative Assembly, the Speaker or the Board of Management.

(5) The Standing Committee on Social Development shall consider the following matters with respect to the Departments of Education, Culture and Employment; Health and Social Services; Justice; and the Northwest Territories Housing Corporation:

- (a) review multi-year business plans and budgets, bills, boards and agencies, including the Status of Women Council and programs for seniors, youth and persons with disabilities;
- (b) review departmental performance, including that of boards and agencies;
- (c) consider issues related to homelessness; and
- (d) consider any other matter referred by the House.

## APPENDIX D

### GUIDELINES FOR ORAL QUESTIONS

**D.1** (1) The traditional purpose of questions, namely the seeking of information or pressing of action by the Government has shifted and broadened in many legislatures including the Northwest Territories. There are four objectives for Oral Questions:

- (a) as a vehicle for Regular Members to raise the individual concerns of constituencies;
- (b) as an opportunity for the House as a whole to probe the actions of the Executive;
- (c) as a means of illuminating the differences of opinion on the policies of the Executive on major issues and judging the parliamentary skills of individual Members of the House; and
- (d) as a means of obtaining information by the House from the Government.

(2) Question Period also enables the Government, through the Ministers' answers, to disseminate information about a particular policy decision or issue;

(3) These guidelines deal with the most frequently encountered situations in Oral Questions with the objective of ensuring the most effective and economic use of the time available by both Regular Members and the Executive Council;

(4) Situations which are not covered by these guidelines will be dealt with in accordance with a combination of practices and precedents of the Northwest Territories, the House of Commons of Canada, provincial and territorial legislatures, and parliaments in the Commonwealth, so far as they apply.

(5) A question must:

- (a) be addressed to a Minister;
- (b) be a question;
- (c) seek information;
- (d) deal with a matter reasonably assumed to be within the present knowledge of a Minister;
- (e) consist of a single question;
- (f) be brief and may include a short preamble;
- (g) be within the administrative responsibility of the Government;
- (h) relate only to the current responsibilities of the Minister to whom it is directed; and
- (i) comply with the Rules and Procedures of the House regarding language and speech content.

(6) A question must not:

- (a) be an argument or debate;
- (b) be hypothetical;
- (c) be trivial, meaningless or frivolous;
- (d) seek an opinion;
- (e) contain inferences, impute motives or cast aspersions upon any person;
- (f) require a lengthy and detailed answer;
- (g) repeat an earlier question which was answered, taken as notice, or to which an answer was refused at that Sitting;
- (h) anticipate a matter listed on the Order Paper for consideration at that Sitting;
- (i) refer to a matter that is before the courts (*sub-judice*);
- (j) seek information about proceedings in a Committee which has not yet been reported to the House;
- (k) be addressed to the Speaker (information relating to matters under the Speaker's jurisdiction must be obtained privately);
- (l) seek information about matters which are confidential, such as decisions or proceedings of Cabinet; or
- (m) request a Minister to provide a legal interpretation.

(7) A supplementary question:

- (a) may be asked to obtain clarification of the answer or answers provided by the Minister to whom the original question was directed; and
- (b) must be directly related to the original question.

(8) When answering a question a Minister may:

- (a) answer it;
- (b) take it as notice; or
- (c) decline to answer.

(9) Answers to a question must:

- (a) reply to the question asked; and
- (b) be brief.

(10) Answers to a question must not:

- (a) contain argument or debate; and/or
- (b) provoke debate.

(11) A Minister who makes a commitment to provide additional information to a Member during Oral Questions shall:

- (a) table the information in the Assembly at the earliest opportunity.

## **APPENDIX E**

### **MULTI-MEDIA GUIDELINES**

**E.1** (1) Television coverage of the proceedings of the Legislative Assembly should be an accurate, factual and coherent record of the legislative proceedings that allows the viewing public to understand how the legislative process works.

(2) The Legislative Assembly shall record its proceedings in the official languages of the Northwest Territories in accordance with the established broadcasting schedule.

(3) All proceedings in the Legislative Assembly Chamber, beginning with the Speaker's procession, and concluding with daily adjournment of the Assembly shall be recorded, with the exception of recesses. The Assembly shall record proceedings in Committee of the Whole.

(4) A Member who has been recognized by the Speaker or Chair of Committee of the Whole shall be shown on camera and shall be identified periodically by their full name and constituency; or for a Minister, their full name and portfolio titles. When a Minister makes a Member's Statement, they shall be identified by name and constituency.

(5) The Assembly shall display information as to the status of the House and current business on the television screen periodically during proceedings.

(6) The close-up shot of the Member shall be of their head and shoulders. A medium close-up shot showing some of the Members seated on either side of the speaking Member may be taken. In addition, an occasional establishing shot may be taken to help orient viewers to the Chamber. On special occasions such as the Commissioner's Address and the Budget Address, cutaway shots of individuals or groups of Members' visitors seated in the gallery may be shown.

(7) When the Speaker is speaking or standing, the television director shall use the camera facing the Speaker that best reflects the activities of the House.

(8) When in Committee of the Whole, a variation of wide, medium and close shots may be used to best reflect the activities of the Committee. Ministers may be shown consulting with their officials. Officials or witnesses may be shown on camera as introduced by Ministers or the Chair of Committee of the Whole, or when answering questions at the direction of the Chair of Committee of the Whole.

(9) Head and shoulder close-up shots of the Speaker or the Chair of Committee of the Whole may be taken when they are delivering a ruling.

(10) Applause shots and orientation cut away shots may be taken provided that the shots reflect the decorum of the Chamber.

(11) Split-screen shots are not permitted.

(12) Medium close-up shots may be taken of visitors in the gallery. These guests must be seated in a pre-designated location and the Speaker or the Chair of Committee of the Whole will instruct the television director when such introductions will be made.

(13) Pursuant to the provisions of the *Copyright Act* and the inherent rights and privileges of the Legislative Assembly, the Assembly has sole authority over the audio/visual record of its proceedings.

(14) Access to and use of the audio/visual record of the proceedings of the Legislative Assembly may be made available to media organizations upon permission being obtained from the Speaker's office.

(15) Members of the Legislative Assembly or members of the public may obtain an audio/visual copy of the record of the proceedings from the Clerk of the Legislative Assembly.

(16) The following conditions apply to the use of the record of proceedings of the Legislative Assembly by any person or organization:

- (a) the person or organization shall have a bona fide public interest in the use of that record;
- (b) the person or organization shall not use that record with purposeful distortion; and
- (c) the person or organization shall not use that record as part of any paid advertisement.

(17) Any breach of the conditions set out in E.1(16) or of the *Copyright Act* is an offence any may be prosecuted accordingly, or may otherwise be enforced by the Speaker and the Assembly.

(18) The multi-media guidelines shall be observed in Standing or Special Committees in so far as they are applicable.

(19) The Speaker shall enforce these guidelines. Members should raise specific concerns regarding the televising of the proceedings of the Legislative Assembly directly with the Speaker.

(20) The Speaker will establish and publish a broadcasting schedule that gives the public the opportunity to observe a broad range of the daily proceedings of the Legislative Assembly.

## APPENDIX F

### QUICK REFERENCE TABLE FOR FEBRUARY 2021 RULES NUMBERING

Feb 2021	Current
1	1.1
2	1.2
3	2.1
4	2.1
5	2.1
6	2.2
7	2.3
8	1.3
9	1.3
10	1.4
11	1.4
12	3.1
13	1.10
14	1.10
15	1.9
16	1.9
17	1.9
18	1.9
19	1.11
20	1.7
21	1.8
22	3.2
23	3.3
24	3.4
25	3.3
26	3.4
27	3.5
28	4.1
29	4.2
30	4.2
31	4.2
32	4.2
33	4.2
34	4.3
35	5.1
36	5.3
37	5.4
38	5.6
39	5.7
40	5.8
41	7.1
42	7.2

Feb 2021	Current
43	7.3
44	7.4
45	5.2
46	4.4
47	4.5
48	6.1
49	6.1
50	6.1
51	6.1
52	6.3
53	6.2
54	6.2
55	6.2
56	6.2
57	6.2
58	6.2
59	6.2
60	6.2
61	6.2
62	6.2
63	6.2
64	6.2
65	6.4
66	6.4
67	8.1
68	8.1
69	8.2
70	8.2
71	8.2
72	8.2
73	8.2
74	8.3
75	8.4
76	8.4
77	8.4
78	8.4
79	8.2
80	8.5
81	9.1
82	9.1
83	9.1
84	9.1

Feb 2021	Current
85	9.1
86	9.1
87	9.1
88	9.2
89	9.2
90	9.2
91	9.2
92	9.3
93	9.3
94	9.3
95	9.3
96	9.3
97	9.3
98	9.3
99	9.4
100	9.3
101	9.5
102	9.6
103	9.6
104	9.6
105	1.6
106	1.6
107	1.6
108	1.6
109	2.5
110	2.5
111	2.4
112	1.2
113	10.1
114	10.2
115	10.2
116	10.2
117	10.2
118	10.2
119	10.3
120	10.4
121	10.4
122	10.5
123	10.5
124	10.5