

2020 Annual Meeting Rules

Pursuant to By-laws 24(4) and 27(3)

I. DEFINITION OF VOTING DELEGATES

“Voting delegates” means those registrants who:

- a. hold a current practising licence, as verified by the College in accordance with Section II below;
- b. are not College employees, Board members or scrutineers; and
- c. have registered to vote, in accordance with Section II below, prior to a poll being taken at the commencement of the annual meeting

II. VERIFICATION OF PRACTISING LICENSE STATUS

A voting delegate is considered “registered to vote” under I(c) once the College has verified proof of practising license status in advance of the meeting. Proof of practising license status is verified by the following method:

- a. A registrant pre-registers to participate via the on-line platform for the meeting no later than 48 hours prior to the meeting in accordance with instructions issued by the College in advance of the commencement of the Annual Meeting.

Once verified, registrants will be placed on a voting delegate list provided to the Chief Scrutineer for the poll taken at the commencement of the meeting.

III. VOTING

Voting will be conducted by an electronic vote in accordance with instructions issued by the College in advance of the commencement of the Annual Meeting.

IV. NUMBER OF VOTES

At the Annual Meeting of the College, each voting delegate participating via the on-line platform shall have one (1) vote.

V. ABSENT FROM THE VOTE

Voting delegates who:

- a. have registered to vote and are absent from the on-line platform* at the time a vote is called, are deemed to have abstained.
- b. are unable to continue attendance at the meeting shall notify the College via features available on the on-line platform provided or such other method as determined by the Board Chair, forfeit their vote, and the poll count shall be adjusted accordingly.

Note: By-Law 24 refers to voting delegates who are “absent from the meeting room”. This term is interpreted to mean logging out of the on-line voting platform or not responding to a call for the question within such time as set by the Board Chair or any alternate presiding officer.

VI. OUTCOME OF VOTES

A vote shall be passed by a majority of voting delegates who are not absent from the vote in accordance with Article V. The number shall be verified by the Chief Scrutineer’s poll at the time the vote is taken. In the case of a tie vote, the motion or resolution shall be defeated.



VII. QUORUM

A quorum at the Annual Meeting of the College shall be a majority of the voting delegates who are not absent from the vote in accordance with Article V. The quorum shall be verified according to the Chief Scrutineer's poll.

VIII. SCRUTINEERS

"Scrutineers" means individuals or organizations appointed by the NSCN Board Chair to count votes at meetings held by the College and excludes College employees, members of the NSCN Board, independent contractors and consultants providing services to the College.

Prior to the Annual Meeting, the Board Chair shall appoint:

- a. a Chief scrutineer, who shall oversee the function of scrutineers and perform such other functions as set out in the NSCN By-Laws or as otherwise determined by the NSCN Chair.
- b. scrutineers who shall:
 - i. conduct a poll of the number of voting delegates in attendance at the beginning of the meeting to determine quorum;
 - ii. count votes on motions during the meeting; and
 - iii. report in writing to the presiding officer.

IX. ADDRESSING BUSINESS ARISING AT THE ANNUAL MEETING

Voting delegates, registrants or members of the public may ask questions and participate in discussion on Regulations, By-Laws, Annual Report, Resolutions or Motions through the on-line platform in accordance with instructions issued by the College in advance of the commencement of the Annual Meeting. Voting delegates, registrants or members of the public may ask questions or participate in discussion on a topic only once. The Chair shall use discretion in limiting or extending questions or discussion to ensure the proper functioning of the annual meeting.

X. MATTERS TO BE VOTED UPON

The following matters shall be voted upon at an Annual Meeting:

- a. motions arising out of the business of the Annual Meeting;
- b. resolutions proposed pursuant to By-law 26, and related motions out of such resolutions;* and
- c. any other motions consistent with the objects of the College, submitted in accordance with Section XI below, where at least two-thirds of the voting body approve of the motion being brought forward.

A motion must be made prior to voting on a matter that requires a vote under the NSCN by-laws, and a motion shall be moved and seconded by registrants who hold a practising licence.

Where a motion has been passed at an Annual Meeting, the NSCN Board shall consider the motion and act upon it in such manner the Board determines is consistent with the Nursing Act and within the jurisdiction of the College.

*There have been no resolutions advanced for consideration at the 2020 Annual Meeting



XI. MOTIONS BROUGHT FORWARD UNDER BY-LAW 23.5.C

Registrants who wish to raise “any other motions consistent with the objects of the College” shall submit such motions to the College:

- a. seven (7) calendar days prior to the Annual Meeting using features provided via the on-line platform, with the mover and seconder identified, in accordance with instructions issued by the College in advance of the commencement of the Annual Meeting; or
- b. through the on-line platform by thirty minutes following the start of the Annual Meeting, with the mover and seconder identified, in accordance with instructions issued by the College in advance of the commencement of the Annual Meeting.

Where a motion has been properly received as set out above, the Board Chair or other presiding officer shall call for a vote to determine if the motion may be advanced for discussion at the Annual Meeting, and at least two-thirds of the voting delegates must agree that the motion may be discussed before it can be considered.

XII. DISCUSSION ON MOTIONS

Voting delegates, registrants or members of the public may ask questions or participate in discussion via the on-line platform only once to any one motion. The Chair shall use discretion in limiting or extending questions or discussion to ensure the proper functioning of the annual meeting and shall announce the termination of the question and discussion period ten (10) minutes in advance.

XIII AUTHORITY OF THE BOARD CHAIR

If for any reason these Rules cannot be followed, the Board Chair or other presiding officer has the authority to modify timelines and processes to ensure the proper functioning of the annual meeting. The Board Chair shall consult with the Parliamentarian before determining any modification to timelines or processes.

XIV. PARLIAMENTARY AUTHORITY

Unless otherwise specified in the NSCN By-laws or these Rules, proceedings of the Annual Meeting shall be conducted according to Robert’s Rules of Order (latest edition).

