



Procedural Language Reference

Common Scripts for Proceedings



Yukon

Legislative Assembly

Procedural Language

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August 2026

Yukon Legislative Assembly Office

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Members of the Legislative Assembly:

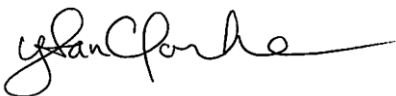
For those who are unfamiliar with parliamentary procedure, it may seem like you need to learn a new language in order to speak in the Legislative Assembly. Speaking with the precision required to move motions or perform other business in the House does not come naturally to most of us. The procedures of the Assembly are shaped by a combination of historical conventions, legislation, Standing Orders, rulings from presiding officers, and established practices. Together, these can sometimes make the language and procedures of the Assembly seem quite complex.

As Speaker, I have a responsibility to preside over the Assembly and ensure that it can conduct its business effectively. The Speaker's role is guided by the rules and precedents of the House, but also aided by the cooperation and goodwill of each elected Member of the Legislative Assembly.

This booklet is designed as a quick reference to some of the most frequently spoken procedural phrases. I hope that it will help MLAs navigate the prescribed parliamentary language to be used in the Chamber.

I encourage you to seek further procedural advice by reading the *Annotated Standing Orders of the Yukon Legislative Assembly* and by consulting with the Clerks at the Table on any questions you may have. My door is also open should you wish to discuss matters of procedure in greater detail.

Salamat po. Merci. Mǎhsi' cho. Gunałchîsh. Kwà'nàschis. Thank you.

A handwritten signature in black ink, appearing to read 'Yvonne Clarke', with a long, sweeping horizontal line extending to the right.

Honourable Yvonne Clarke, Speaker
Yukon Legislative Assembly

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FREQUENTLY USED SCRIPTS

Adjournment of Debate

Member: "I move THAT debate be now adjourned."

This is a non-debateable motion

Request for Unanimous Consent

Member: "Speaker, pursuant to Standing Order 14.3, I request the unanimous consent of the House to_____."

Adjournment of the House

Member: "Speaker, I move that the House do now adjourn."

This is a non-debateable motion

DAILY ROUTINE

Tributes

Request for Unanimous Consent for Tributes to Exceed 20 Minutes

Member: "Speaker, pursuant to Standing Order 14.3 and not withstanding Standing Order 11(6), I request the unanimous consent of the House for the time allotted for the rubric Tributes to exceed 20 minutes."

Tabling of Returns and Documents

Sessional Papers

Member: "Speaker, pursuant to section ___ of the [act, regulation, or order], I have for tabling _____."

It is important to cite the relevant statutory requirement or Order of the House for sessional papers.

Legislative Returns

Member: "Speaker, I have for tabling a legislative return."

OR

Member: "Speaker, I have for tabling [number] legislative returns."

Filed Documents (Including Correspondence)

Member: "Speaker, I have for tabling _____."

As no debate is allowed during Tabling of Returns and Documents, members are only allowed to state the title or a description of the document being tabled.

Presenting Reports of Committees

Committee Chair: "I have the honour to present the [report name], [dated ____ (if previously released)]."

Petitions

Presenting a Petition

Member: "Speaker, I have the honour to present a petition relating to _____. The petition has been signed by ____ people."

Members have a maximum of 5 minutes to present a petition. This is not debatable.

Response to a Petition

Minister: "Speaker, I rise to respond to Petition No. ____ regarding _____, which was presented to this House by the Member for _____ on _____ and received by this House on _____. [...response]"

Ministers have up to 5 minutes to respond to a petition.

Introduction of Bills

Government Bill

Minister: "I move THAT Bill No.____, entitled _____, be now introduced and read a first time."

Speaker: "It has been moved by _____ that Bill No. ____, entitled _____, be now introduced and read a first time. Are you agreed?"

This is a non-debateable motion

Private Member's Bill

Member: "I move THAT a bill, entitled _____, be now introduced and read a first time."

Speaker: "It has been moved by _____ that a bill, entitled _____, be now introduced and read a first time. Are you agreed?"

This is a non-debateable motion

Notices of Motions

Member: "I give notice of the following motion: THAT _____."

Notice of Private Members' Business

Government

House Leader: "Pursuant to Standing Order 14.2(7), I would like to identify the items standing in the names of government private members to be called on Wednesday, [date]. They are Motion No. __ standing in the name of the Member for _____, and Bill No. __ standing in the name of the Member for _____."

Official Opposition

House Leader: "Pursuant to Standing Order 14.2(3)(a), I would like to identify the items standing in the names of members of the Official Opposition to be called on Wednesday, [date]. They are Motion No. __ standing in the name of the Member for _____, and Bill No. __ standing in the name of the Member for _____."

Third Party or Other Opposition

House Leader: "Pursuant to Standing Order 14.2(3)(b), I would like to identify the items standing in the names of members of the [Opposition Party name] to be called on Wednesday, [date]. They are Motion No. __ standing in the name of the Member for _____, and Bill No. __ standing in the name of the Member for _____."

SECOND AND THIRD READING OF BILLS

Second Reading

Clerk: "Second Reading, Bill No. __, standing in the name of
_____."

Sponsor: I move THAT Bill No. __, entitled _____, be now
read a second time."

Speaker: "It has been moved by _____ THAT Bill No. __,
entitled _____, be now read a second time."

The sponsor may then proceed with their second reading speech.

Third Reading

Clerk: "Third Reading, Bill No. __, standing in the name of
_____."

Sponsor: "I move THAT Bill No. __, entitled _____, be now
read a third time and do pass."

Speaker: "It has been moved by _____ THAT Bill No. __,
entitled _____, be now read a third time and do
pass."

The sponsor may then proceed with their speech for third reading, if any.

COMMITTEE OF THE WHOLE

Resolving into Committee of the Whole

Member: "Speaker, I move THAT the Speaker do now leave the Chair and that the House resolve into Committee of the Whole."

Committee Consideration of a Bill

Chair: "Is there any general debate on this bill?"

Once there are no members seeking to be recognized to participate in general debate, the Committee will proceed to clause-by-clause consideration of the bill.

Chair: "Is there any debate on clause 1?"

Debate ensues on the clause, including amendments if any.

Chair: "Shall clause 1 carry?"

Clauses are called in subsequent order. The title of the bill is considered last. Once consideration is terminated in Committee of the Whole:

Sponsor: "Chair, I move THAT you report Bill No. __, entitled _____, [without/with] amendment."

Consideration of a Vote in Appropriation Bills

Chair: "The matter before Committee is general debate on Vote __, Department of _____, in Bill No. __, entitled _____."

Debate ensues. Once all members wishing to speak in general debate have spoken, the Committee will proceed to line-by-line consideration of the department's budget. This is repeated for each department until all departments in a schedule have been considered.

At this point, the appropriation bill goes through clause-by-clause as other bills do.

Requests for Unanimous Consent in Committee

Expedite a Vote

Member: "Chair, pursuant to Standing Order 14.3, I request the unanimous consent of Committee of the Whole to deem all lines in Vote __, Department of ____, cleared or carried, as required."

Expedite all Remaining Votes

Member: "Chair, pursuant to Standing Order 14.3, I request the unanimous consent of Committee of the Whole to deem all remaining Votes in Bill No. __, entitled ____, carried as required."

Expedite Clauses of a Bill

Member: "Chair, pursuant to Standing Order 14.3, I request the unanimous consent of Committee of the Whole to deem clauses __ through __ of Bill No. __, entitled ____, read and agreed to."

Expedite an Entire Bill

Member: "Chair, pursuant to Standing Order 14.3, I request the unanimous consent of Committee of the Whole to deem all clauses [schedules, the preamble] and the title of Bill No. __, entitled ____, read and agreed to."

Motion to Report Progress

Member: "Chair, I move THAT you report progress."

Motion to Report Bill

Member: "Chair, I move THAT you report Bill No. __, entitled ____, [without/with] amendment."

Ordering Bills be Reprinted

Whenever a bill is substantially amended in Committee of the Whole, it is common to order the bill be reprinted before the third reading.

Member: "I move THAT, pursuant to Standing Order 60(1), Bill No. __, entitled _____, as amended be reprinted and tabled in the Legislative Assembly in its reprinted form before the House proceeds with third reading and passage of the said bill."

Motion for Witnesses

Member: "I move THAT from ____ to ____ on [date], [names and titles of witnesses] appear as witnesses before Committee of the Whole to answer questions regarding ____."

Concluding Committee of the Whole

Member: "Chair, I move THAT the Speaker do now resume the Chair."

AMENDMENTS TO MOTIONS

Any amendment presented to the House must have sufficient copies made at the time of presentation for all members of the House and the Table to receive a copy. These copies are given to the pages for distribution once the proposed amendment is moved.

Amendment to Add Words

Member: "I move THAT Motion No. ____ be amended by adding the word [or phrase], '____' after the word [or phrase] '____' [or between the words [or phrases] '____' and '____']."

Amendment to Replace Words

Member: "I move THAT Motion No. ____ be amended by deleting the word [or phrase] '____' and inserting in its place '____'."

Amendment to Delete Words

Member: "I move THAT Motion No. ____ be amended by deleting the word [or phrase] '____'."

Sub-amendment

Member: "I move THAT the proposed amendment to Motion No. ____ be amended by _____."



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