



Yukon Youth Parliament 2020

Information for Youth Parliamentarians



YUKON YOUTH PARLIAMENT 2020

APRIL 15 -17, 2020



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WELCOME

DEAR YOUTH PARLIAMENTARIANS,

On behalf of the Yukon Legislative Assembly, I would like to welcome you to the 2020 Yukon Youth Parliament. We are delighted to have you joining us and hope you are looking forward to this as much as we are.

You will have the opportunity to meet other youth from across the territory and learn together about our democratic system. Youth Parliament is an opportunity for students to have a window into what it is like to be a Member of the Legislative Assembly (MLA). The program includes collaborations with current MLAs, educational sessions on the procedures of the Assembly and participating in a model parliament. You will also have a chance to hear from other actors in the political process including the Commissioner, the Chief Electoral Officer, and members of the press gallery.

This package includes information you will need to prepare for Youth Parliament. Please read through it carefully and contact the Legislative Assembly Office if you have any questions.

I am looking forward to sharing this memorable and enjoyable experience with you.

Sincerely,

A handwritten signature in blue ink, appearing to read "Nils Clarke", with a long horizontal flourish extending to the right.

The Honourable Nils Clarke
Speaker of the Yukon Legislative Assembly

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YOUTH PARLIAMENT INFO

CONTACTS

For any questions about the program, procedures or general information about Youth Parliament:

ALLISON LLOYD, CLERK OF COMMITTEES

Legislative Assembly Office

2071 Second Avenue, Whitehorse

Allison.Lloyd@gov.yk.ca

(867) 667-5494

TRAVEL ARRANGEMENTS

The Legislative Assembly Office will arrange hotel accommodations and flights for participants and chaperones traveling from outside of Whitehorse. Other travel expenses will be reimbursed according to Management Board guidelines.

ACCOMODATIONS

Participants from outside of Whitehorse will be staying at the Coast High Country Inn in downtown Whitehorse.

COAST HIGH COUNTRY INN

4051 4th Ave, Whitehorse

(867) 667-4471

MEALS

Dinner will be served during the welcome reception on Wednesday, April 15. Lunch and snacks will be served on April 16 and 17.

Please include any special dietary needs or allergies on your application form or inform the Legislative Assembly Office as soon as possible so efforts can be made to accommodate your meal requirements.

Youth Parliamentarians are responsible for all other meals not provided by the program. Participants from outside of Whitehorse will receive a meal allowance to cover the cost of these meals.

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TRANSPORTATION

Participants from Whitehorse will be responsible for getting themselves to and from the Youth Parliament activities. All events will be located in downtown Whitehorse, within walking distance of the hotel where out-of-town participants are staying.



- A: Coast High Country Inn - 4051 4th Ave
- B: Yukon Legislative Assembly - 2071 2nd Ave
- C: Taylor House - 412 Main Street

If you will require any special assistance with transportation in Whitehorse please contact Allison Lloyd.

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DRESS CODE

Business casual dress is encouraged for the welcome reception and all activities on Thursday, April 16. Collared shirts or blouses are appropriate whereas hoodies and sportswear are discouraged. Please note that hats and visible political statements (on a t-shirt for instance) are not allowed in the Legislative Assembly Chamber's public gallery and therefore should not be worn during Youth Parliament.

For the model parliament sitting on Friday, April 17, Youth Parliamentarians are required to wear business attire or traditional dress. For young men, this can include dress shirts and ties or hide vests. For young women, this can include blouses, dresses or a shirt and vest or blazer.

If you have questions about the dress code or need help acquiring suitable clothing please contact Allison Lloyd.

POLITICAL PARTIES

To replicate the Westminster model of parliament followed in Yukon, participants will be organized into political party caucuses. A caucus is a group composed of all the members of a given political party elected to the Assembly.

The political parties for Youth Parliament are not real political parties in Yukon. They are fake parties created for the purposes of the simulation to teach Youth Parliamentarians how real caucuses operate.

MENTORS

Mentors will be assigned to each Youth Parliament caucus to provide guidance and direction to Youth Parliamentarians. The mentors are real politicians, political staff, procedural experts from the Legislative Assembly Office and teachers. They will be volunteering their time during educational presentations, caucus meetings and the model parliament sitting to coach youth through the Legislative Assembly's processes and procedures.

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ASSIGNMENTS

As a Youth Parliamentarian, you are required to complete the following tasks:

Read this information booklet

Familiarize yourself with what will be happening during Youth Parliament. If you have any questions, ask your teacher mentor or Allison Lloyd in the Legislative Assembly Office.

Complete the survey on motion topics

The results of this survey will be used to prepare the motions debated in Youth Parliament.

Prepare a Member's Statement (under 2 minutes)

Your statement can be on any topic of your choosing. You may want to bring the Youth Parliament's attention to a local matter in your community or pay tribute to someone's accomplishment or to a special occasion.

You may also want to do some of the following optional activities:

Consider running for party leader or other position

All Youth Parliamentarians play the role of MLAs, but there are special positions that you might want to perform:

- Party Leader
- Cabinet minister or opposition critic
- House Leader

The caucuses will elect their respective leaders and determine the other positions on Wednesday, April 15, 2020.

Prepare a petition for presentation

A petition is a formal request made by members of the public to the Legislative Assembly, requesting that a problem be fixed. For more information on preparing a petition see the section on petitions in this booklet.

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HOW THE LEGISLATIVE ASSEMBLY WORKS

WHAT IS THE WESTMINSTER MODEL OF PARLIAMENT?

Both the Yukon Legislative Assembly and the Canadian House of Commons are founded on the traditions of the Westminster parliamentary system (as are most of the other legislative assemblies in Canada and across the Commonwealth). The name and origin of this form of democracy come from the United Kingdom's parliament in the Palace of Westminster. In the Westminster system there is a head of state (the Commissioner of Yukon) and also a head of government (the Premier). The executive branch (the Premier and members of Cabinet) are members of the elected legislative assembly. The other members of the elected assembly (including the Official Opposition) are responsible for holding the executive responsible for the actions of the government.

WHAT IS THE HOUSE?

The Legislative Assembly and all its members can be referred to as the 'House' or the 'Assembly.' The room where the Assembly conducts its business is called the 'Chamber.'

The term 'legislature' is sometimes used colloquially to describe either the Chamber or the House, but legally describes when the Legislative Assembly and the Commissioner are acting together.

ROLES PLAYED IN THE LEGISLATIVE ASSEMBLY

MEMBERS OF THE LEGISLATIVE ASSEMBLY

A Member of the Legislative Assembly (MLA) is elected by the voters in his or her electoral district (a geographic area also called a 'constituency' or 'riding') to represent the people of that electoral district in the Yukon Legislative Assembly. There are 19 MLAs in Yukon, each representing a different electoral district.

MLAs divide their time between work in their electoral districts and work in the Assembly and its committees.

THE MLA AS REPRESENTATIVE

An MLA's duty to constituents is to represent them inside and outside of the Legislative Assembly. An MLA can raise issues that concern his or her constituents in the Assembly Chamber or with cabinet ministers. They can also present petitions on behalf of constituents or assist in solving a problem a constituent has with the

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Government of Yukon. MLAs keep in touch with their constituents by personal contact, by phone, by writing letters and emails, through meetings, and by sending out newsletters. Each MLA has an office in the Main Administration Building in Whitehorse where they may meet with constituents and others.

THE MLA AS CAUCUS MEMBER

Unless an MLA is an independent member, he or she will be a member of a party caucus, a group of MLAs from the same political party. As a caucus member the MLA takes on certain roles, helps plan and carry out caucus strategy, supports the caucus and its decisions, and develops expertise in certain subject areas.

OTHER MLA DUTIES

MLAs are also responsible for the Legislative Assembly as an institution. They may be selected to serve as one of the Assembly's three presiding officers: the Speaker, the Deputy Speaker (who is also Chair of Committee of the Whole) and the Deputy Chair of Committee of the Whole. An MLA elected as a presiding officer ensures that the proceedings follow the established rules and practices.

An MLA's duty as a parliamentarian can also include serving on committees. Committees deal mostly with matters which are internal to the Legislative Assembly or government finance and operations, but special committees are sometimes appointed to deal with matters of public concern.

On occasion, an MLA may also be called upon to represent the Legislative Assembly by participating in inter-parliamentary activities. MLAs may travel to conferences and meetings across Canada and the world as part of their work for the Assembly.

THE PREMIER AND PARTY LEADERS

The Premier is Yukon's head of government. He or she is the leader of the party that forms government (usually the party with the greatest number of seats in the Legislative Assembly). The Premier selects the other cabinet ministers and, along with them, is responsible to the Assembly for the administration of government affairs.

The Premier speaks on behalf of the Government of Yukon, his or her party and parliamentary caucus. Other party leaders speak on behalf of their own party and caucus.

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Political parties choose their leaders. This is usually done through an internal election process, but the method of selection is up to the party and practices vary between parties.

The Premier, as part of the Executive Council, is given the title "Honourable" and all party leaders are addressed in the House by their position (e.g. "The Premier", "The Leader of the Official Opposition").

In Youth Parliament each caucus will elect a leader during their first caucus meeting. The leader of the government caucus will be the Premier and Minister of Finance, Justice and Government Agencies.

CABINET MINISTERS

Cabinet minister is the common term for a Member of the Executive Council of Yukon. These MLAs are appointed to the Executive Council by the Commissioner on the advice of the Premier, and are almost always members of the government caucus.

Cabinet ministers are publicly responsible for the work of specific government departments, corporations or other entities. Ministers respond to oral and written questions from opposition MLAs, put forward government bills, present and defend budgetary estimates and table annual reports of their departments. Cabinet operates as a collective body, so, for example, during Question Period one cabinet minister may respond to a question asked of another cabinet minister. It is up to cabinet, as a collective body, to decide which minister is in the best position to respond to the question.

Cabinet ministers are given the title "Honourable" and are addressed in the House by their position (e.g. "The Minister of Justice").

In Youth Parliament the government caucus will choose members to fill the following cabinet positions:

- Premier and Minister of Finance, Justice and Government Agencies
- Minister of Education
- Minister of Environment
- Minister of Energy, Mines and Resources

- Minister of Health and Social Services
- Minister of Economic Development and Public Works
- Minister of Tourism

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GOVERNMENT PRIVATE MEMBERS

A member of the government caucus who is not in cabinet is called a government private member or 'backbencher'. Government private members have a lower profile than cabinet ministers, but may present petitions, introduce a private member's bill and propose motions for debate. The government private member may also speak to bills and motions presented by other MLAs.

OPPOSITION CRITICS

Opposition MLAs assume critic responsibilities for specific government departments, corporations or other entities. They ask questions of cabinet ministers in Oral Question Period and may submit written questions, as well. Like government private members, opposition members also present petitions, propose motions for debate, introduce private members' bills and speak to bills and motions presented by other MLAs.

In Youth Parliament each opposition caucus will choose their "shadow cabinet" and assign critic responsibilities to each member.

HOUSE LEADERS

A House Leader is the member of a caucus responsible for liaising with the House leaders of the other caucuses. House leaders meet each sitting day to discuss the business for that day. This interaction helps the Assembly function more efficiently. House leaders often take the lead for their caucus in dealing with procedural matters in the House. The Government House Leader is the MLA who will normally move procedural motions, such as those for the adjournment of the House, the appointment of committees, etc.

In Youth Parliament each caucus will choose a House Leader during their first caucus meeting.

THE SPEAKER

The Speaker is an MLA who is elected by the other members to serve as a presiding officer. The Speaker represents, and speaks for, the Legislative Assembly.

The Speaker's role is very different from that of the other MLAs. The Speaker must be impartial, serve the entire Assembly and treat all MLAs equally. The Speaker does not take part in debate and rarely participates in Committee of the Whole. The

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Speaker can only vote in the House to break a tie and when he or she does vote, it is in a way that preserves the neutrality and impartiality of the position.

The Speaker ensures that Assembly proceedings follow the established rules and practices. This includes making sure that all motions for debate are properly put to the Assembly, determining the order in which members speak, and ruling on points of order and questions of privilege. The Speaker ensures that all MLAs get a fair opportunity to take part in the proceedings. The Speaker, with the help of the Sergeant-at-Arms, maintains order on the floor and in the public gallery.

The Speaker also performs an administrative role and chairs the committee that oversees all the spending and administrative matters affecting the Assembly and MLAs.

In Youth Parliament the role of the Speaker will be played
by the real Speaker of the Yukon Legislative Assembly,
the Honourable Nils Clarke.

THE COMMISSIONER

The Commissioner is appointed by the Government of Canada to a role very similar to a provincial lieutenant governor or the Governor General of Canada. The Commissioner is Yukon's head of state and generally acts on the advice of elected officials. As a symbolic head of Yukon, he or she represents Yukon's people and attends official functions. The Commissioner is responsible for ensuring there is continuity of government and that Yukon always has a Premier. In the Legislative Assembly, he or she reads the Speech from the Throne at the opening of a session and grants assent to bills that have passed the House, enabling them to become law. The Commissioner also signs orders-in-council, Commissioner's warrants, statutory appointments, and dispositions of Commissioner's lands on the advice of Cabinet.

In Youth Parliament the role of the Commissioner will be
played by the real Commissioner of Yukon,
the Honourable Angélique Bernard.

THE CLERKS

The Clerks-at-the-Table, also called Table Officers, sit at the Table in front of the Speaker's Chair and provide procedural advice, conduct divisions, keep track of who has spoken and record the minutes of proceedings. The Clerk of the Yukon

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Legislative Assembly is a permanent, non-partisan position, equivalent in rank to the deputy minister of a government department. He or she is the chief procedural and administrative advisor to the Speaker and MLAs.

In Youth Parliament the role of the clerks will be played by the real Table Officers:

Dan Cable, Clerk of the Yukon Legislative Assembly,
Linda Kolody, Deputy Clerk, and
Allison Lloyd, Clerk of Committees.

THE SERGEANT-AT-ARMS

The Sergeant-at-Arms is a senior official of the Legislative Assembly. He or she leads the Speaker and the clerks into the House at the start of each sitting day. The Sergeant-at-Arms is responsible for the safekeeping of the Mace and preserves order in the galleries and other areas of the Legislative Assembly Chamber.

In Youth Parliament the role of the Sergeant-at-Arms will be played by the real Sergeant-at Arms, Karina Watson.

PAGES

Pages are secondary school students employed by the Legislative Assembly to perform various tasks for MLAs, cabinet and caucus staff, and Legislative Assembly Office staff when the Assembly is in session. Their duties include serving water and delivering notes and documents.

In Youth Parliament the role of the pages will be played by Members of the Legislative Assembly.

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WHAT HAPPENS DURING A SITTING DAY?

Each day that Members of the Legislative Assembly (MLAs) gather in the Assembly Chamber to transact business is referred to as a “sitting day.” The rules of the Legislative Assembly state that the Assembly will meet from 1:00 p.m. to 5:30 p.m. every Monday, Tuesday, Wednesday and Thursday, for a maximum of 60 days per year. The Legislative Assembly usually meets for 30 days in March and April, and another 30 days in October and November.

On sitting days, the Legislative Assembly follows an agenda laid out in the Order Paper.

DAILY ROUTINE

Every sitting day starts with the same routine business. The Speaker calls a list of items in an order determined by the rules of the Legislative Assembly. These items are largely courtesy and housekeeping matters and include the introduction of visitors, tributes, placing documents in the official records of the Assembly and providing notice of matters for future debate.

During the Daily Routine documents are “tabled” which means that they are sent to the Clerks-at-the-Table. MLAs rise when the Speaker calls the appropriate item, the Speaker recognizes the MLA standing and then the MLA describes what they are tabling. After the MLA sits down, a page takes the papers to the clerks. Reports from government departments and agencies, reports of committees, petitions, new bills and notices of motions are all sent to the Table in this way during the Daily Routine.

The Daily Routine is also an opportunity for members to make statements that are outside of the debate on a specific piece of legislation or motion. In the Yukon Legislative Assembly, MLAs will often give speeches in honour of special occasions or the accomplishments of Yukoners under the rubric of Tributes. Cabinet Ministers may also use a Ministerial Statement to make an announcement related to their portfolio.

In Youth Parliament the Daily Routine will be:

- Introduction of Visitors
- Tabling Returns and Documents
 - Petitions
 - Notices of Motions
- Members’ Statements
- Oral Question Period

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QUESTION PERIOD

The Oral Question Period is a part of the Daily Routine during which private members may address questions, without notice, to cabinet ministers and committee chairs. Questions are under a minute in length and responses from Cabinet are no longer than 90 seconds. The whole Question Period lasts approximately 30 minutes. Because of the quick back and forth action, Question Period is often considered the most exciting part of the sitting day.

In Youth Parliament the Oral Question Period during the Daily Routine will be no longer than 30 minutes. There may be an additional Oral Question Period if all business in Orders of the Day is concluded before the end of the sitting day.

ORDERS OF THE DAY

Most of the debate in the Legislative Assembly occurs during Orders of the Day. During this period the MLAs debate bills and motions. Government bills and motions have precedence during Orders of the Day on Monday, Tuesday and Thursday. Private members' business has precedence on Wednesdays. Which items are actually called for debate during Orders of the Day on a specific day are determined by the House Leaders.

You can think of the Order Paper as a menu with all the possible options (in this case the bills and motions before the House). On days when government business has precedence, the Government House Leader selects what will be debated, like choosing a meal from the menu.

In Youth Parliament the Orders of the Day will consist of debate on Youth Parliament motions.

DEBATE ON MOTIONS

A motion is a proposal moved by an MLA that the Assembly do something, order something done, or express an opinion with regard to some matter. Once adopted, a motion becomes an order of the House or a resolution.

The Member who presents a motion in the Legislative Assembly is called the mover. When debating a motion, the mover speaks first (immediately following the Speaker proposing of the question to the Assembly). In most instances the mover of the motion gets to speak again, after all other members have had a chance to speak, to close debate on the motion.

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In Youth Parliament the motions for debate will be drafted based on responses to the motion topic survey.

DEBATE ON BILLS

A bill is a proposed law submitted to the Legislative Assembly for its approval. A bill may be introduced by a cabinet minister or a private Member, and may relate to public or private interests. Only a cabinet minister may introduce an appropriation bill (i.e. money bill) or a bill for the imposition of a tax. A bill must pass through debate in the Legislative Assembly before it can be assented to by the Commissioner, and become law.

While the Yukon Legislative Assembly devotes most of its time to the consideration of bills, no bills will be debated in Youth Parliament due to the constraints of the program.

HOW A BILL BECOMES A LAW

To become a law (also called an act or statute) a bill must pass through five legislative stages, as explained below.

1. INTRODUCTION AND FIRST READING

This stage takes place during the Daily Routine when the Speaker calls for 'Introduction of Bills.' All other bill stages take place during Orders of the Day. An MLA who has a bill to introduce (the bill's sponsor) will rise at this time and state the title of the bill. There is no debate at this point. Once a bill passes First Reading it is placed on the Order Paper, the Assembly's agenda.

2. SECOND READING

Second reading is the stage at which the House debates the bill in principle. When a bill is called for second reading the bill's sponsor (the member who introduced the bill) will rise and say, "Mr. Speaker, I move that Bill Number __, entitled (bill name) be now read a second time."

The sponsor now has unlimited time to speak about the bill. When the sponsor is done speaking another member (one from the other side of the Assembly) will also have unlimited time to speak. All other members have a maximum of 20 minutes speaking time. Once all members who wish to speak have spoken the sponsor has 20 minutes to speak again and close debate. This time limit is 40 minutes for speeches at Second Reading of a main appropriation (budget) bill (rather than 20 minutes).

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Once debate ends the Speaker asks the Members if they are 'prepared for the question' (ready to vote). If they are, the Speaker will ask if they agree with the motion for second reading. By listening to the voice vote the Speaker will determine if the bill has the support of the majority and has passed second reading. At this point two members may rise in their places and call for a 'division' – a recorded vote. The Speaker will then ring the division bells to let members inside the Assembly and outside know that a recorded vote will be taken. Once the Speaker has turned off the bells the Speaker will ask the Clerk to poll each member present, and each member will rise in their turn and state whether they "agree" or "disagree" with the motion for second reading. Once all members present have voted the Clerk announces the result and the Speaker declares the motion for second reading carried or defeated.

3. COMMITTEE STAGE

The second reading motion can be amended to refer a bill to a standing, select or special committee after it has received second reading. That rarely happens. Instead, the Assembly follows Standing Order 57(4) which says once a bill "is read the second time, it stands ordered for consideration by Committee of the Whole." In either case, the committee stage is where a bill is examined clause by clause. Budget bills are also examined department by department. Though amendments (changes) can be proposed at this stage they must be consistent with the principle of the bill that was approved at second reading. During the committee stage members can speak as often as they wish, for a maximum of 20 minutes each time. Once a committee has ended consideration of a bill the committee Chair will report the committee's decision, orally or in writing, to the Legislative Assembly.

4. THIRD READING

At this stage the Assembly considers the bill in its final form, including amendments made during the committee stage. The bill's sponsor begins third reading by moving "that Bill Number __, entitled (bill name), be now read a third time and do pass." Members can then debate and vote on the bill in the same way as at second reading. Bills sometimes pass third reading without debate, if there were no amendments at the committee stage. If, when the bill is called for third reading or during third reading debate, the Assembly believes a bill requires further amendment it may 'recommit' the bill to the committee stage. This rarely happens.

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5. ASSENT

Once a bill receives third reading and passes the House it is ready for Assent. The Assent ceremony begins when the Commissioner enters the Chamber and takes the Speaker's chair. The Speaker, standing to the Commissioner's right, will, on behalf of the Assembly, ask the Commissioner to grant Assent to the bills that have passed the House. The Clerk of the Assembly will then read out the names of the bills. The Commissioner will then "assent to the bills as enumerated by the Clerk." Those bills are now laws. There is always an Assent ceremony on the final day of a Spring or Fall Sitting, but Assent can happen during a Sitting, as well.

Most laws come into effect upon Assent. However, some bills specify that the whole bill, or parts of it, will come into force on a future specified date, a retroactive specified date, or a future, unspecified date to be decided by the Commissioner in Executive Council (the cabinet).

WHAT IS A THRONE SPEECH?

The Opening of the Legislature is the ceremony in the Chamber that signals the beginning of the first session of a new Legislature. At this time the Speaker, in the presence of the Commissioner, claims the rights and privileges of the Legislative Assembly. The opening is followed by a Throne Speech (also called a Speech from the Throne).

The Speech from the Throne is a speech delivered by the Commissioner (or, in the absence of the Commissioner, by the Administrator) wherein the Commissioner gives the reasons for summoning the Legislative Assembly. The Throne Speech outlines the government's legislative plans for the Session. The speech is delivered in the Chamber in the presence of the Members of the Assembly.

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YOUTH PARLIAMENT ORDER PAPER

ORDER PAPER OF THE YUKON YOUTH PARLIAMENT

Friday, April 17, 2020

Prayers

DAILY ROUTINE

Introduction of Visitors

Tabling Returns and Documents

Petitions

Notices of Motions

Members' Statements

Oral Question Period

ORDERS OF THE DAY

Motion No. 1

Motion No. 2

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RULES OF DEBATE - THE STANDING ORDERS

These Standing Orders of the Yukon Youth Parliament are the formal written rules that govern the proceedings of Youth Parliament. When a procedural matter arises, the Speaker makes a ruling based on the Standing Orders as well as parliamentary practice and precedent. In instances where the Standing Orders do not provide guidance, the Yukon Youth Parliament will refer to the *Standing Orders of the Yukon Legislative Assembly*.

DECORUM IN THE CHAMBER

1. All Youth Parliamentarians shall rise and remain standing when the Speaker enters the Chamber until the Speaker has reached the Speaker's Chair and acknowledges Youth Parliamentarians on both sides of the Chamber.
2. At the end of a sitting, Youth Parliamentarians shall rise and remain standing in their places until the Speaker has left the Chamber.
3. Youth Parliamentarians shall wear business attire or traditional cultural attire as befits the dignity and decorum of the Chamber.
4. Refreshments, other than the water provided, are not allowed in the Chamber.
5. Electronic devices used in the Chamber must be in silent mode.
6. The Speaker shall preserve order and decorum, and shall decide questions of order. No debate shall be permitted on any such decision.
7. When entering or leaving the Chamber, members shall bow to the Chair.

CONDUCT OF YOUTH PARLIAMENTARIANS

8. A Youth Parliamentarian wishing to speak shall stand in his or her place and shall only speak when recognized by the Speaker.
9. When recognized to speak, a Youth Parliamentarian shall address the Speaker. Youth Parliamentarians shall not refer to one another in debate in the second person singular ("you") and are encouraged to use other youth parliamentarians' titles or the general title "the honourable Youth Parliamentarian".
10. When the Speaker speaks at any time, any Youth Parliamentarians speaking shall sit down and the Speaker shall be heard without interruption.
11. A Youth Parliamentarian shall always speak to the subject matter of the debate.
12. Unparliamentary language is prohibited. Youth Parliamentarians shall not:
 - a. impute false or unavowed motives (attribute corrupt motives) to another Youth Parliamentarian;
 - b. charge another member with uttering a deliberate falsehood;

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- c. use abusive or insulting language including sexist or violent language in a context likely to create disorder;
 - d. speak disrespectfully of Her Majesty or any of the Royal Family; or
 - e. introduce any matter in debate that, in the opinion of the Speaker, offends the practices and precedents of the Assembly.
13. Youth Parliamentarians shall not pass between a Youth Parliamentarian who is speaking and the Speaker, or between the Speaker's Chair and the Mace.
14. When a Youth Parliamentarian is speaking, no other Youth Parliamentarian shall interrupt, except to raise a point of order.

DAILY ROUTINE

15. The Speaker shall offer prayers at the start of the sitting day.
16. The Daily Routine shall be as follows:
- Introductions of Visitors
 - Tabling Returns and Documents
 - Petitions
 - Notices of Motions
 - Members' Statements
 - Oral Question Period
17. During Introductions of Visitors, Youth Parliamentarians may introduce visitors on the floor of the Chamber or in the public gallery. Introductions should be as brief as possible.
18. During Members' Statements, Youth Parliamentarians may address the House on any matter. Statements shall not last longer than two minutes each. All Youth Parliamentarians are permitted one statement.
19. The time allotted for the Oral Question Period in the Daily Routine shall be limited to 30 minutes. Questions and replies shall be brief and precise. A Minister may respond to a question or defer to another Cabinet colleague.

ORDERS OF THE DAY

20. A motion is used to propose that the Youth Parliament
- a. do something;
 - b. order something to be done; or
 - c. express an opinion on a matter.
21. Written notice shall be given of a motion for a resolution or address during the Daily Routine. The motion will then be placed on the Orders of the Day.
22. If all business in the Orders of the Day has concluded prior to the end of the sitting day, the House may proceed, at the Speaker's discretion, with a supplementary Oral Question Period.

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RULES OF DEBATE

23. No Youth Parliamentarians shall speak for more than ten minutes at a time.
24. The Youth Parliamentarian moving a motion or amendment shall speak first in debate.
25. After all other Youth Parliamentarians have had an opportunity to speak to a motion, a reply shall be allowed to the Youth Parliamentarian who has moved the motion.

AMENDMENTS

26. Amendments must be relevant to the subject matter of the motion.
27. Proposed amendments must be in writing and signed by the Youth Parliamentarian proposing the amendment. No debate on the amendment will proceed until the Table and Youth Parliamentarians have received the amendment and the Speaker has ruled the amendment in order.
28. After an amendment is moved, debate is confined to the subject of the amendment until the question is decided.

VOICE VOTES AND DIVISIONS

29. At the end of any debate, the Speaker shall present the question for decision on the motion to the Youth Parliament and ask "Are you agreed?" Youth Parliamentarians shall respond with a voice vote of "agree" or "disagree".
30. A division shall be called
 - a. if two Youth Parliamentarians rise in their places and say "division"; or
 - b. if the Speaker is unable to ascertain the count from the voice vote.
31. Each Youth Parliamentarian present in the Chamber shall vote.
32. In the case of an equal vote, the Speaker shall cast the deciding vote.

POINTS OF ORDER

33. A Youth Parliamentarian may raise on a point of order at any time during the proceedings to call the House's attention to any alleged breach of the Standing Orders or established procedure.
34. A point of order should be brought to the Speaker's attention as soon as possible.
35. The Speaker may permit submissions on a point of order before giving a decision but the debate must be strictly relevant to the point of order raised.

PETITIONS

36. A Youth Parliamentarian desiring to present a petition shall do so during the Daily Routine under the heading "Petitions." The Youth Parliamentarian

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offering the petition to the Assembly shall speak for no more than two minutes and shall confine himself or herself to the number of signatures attached to the petition and the text of the petition.

37. The signatures of at least three petitioners shall be subscribed on the sheet containing the body of the petition.

38. On presentation of a petition, no debate on it shall be allowed.

BROADCASTING AND RECORDING

39. The debates of the Youth Parliament will be broadcast publicly on the Yukon Legislative Assembly's radio station (93.5 FM). The proceedings will also be recorded on video.

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SWEARING-IN CEREMONY

The Swearing-In Ceremony is the event at which newly-elected Members of the Legislative Assembly take their oath of allegiance and oath of office. The oath of allegiance is the MLA's promise to be faithful and bear true allegiance to Canada's monarch (Her Majesty Queen Elizabeth the Second). When an MLA takes the oath of office, they commit to exercising to the best of their abilities the power entrusted to them by the people of Yukon. The taking of these oaths is required by law.

Oaths may be sworn (with the MLA's hand on a bible or other religious text) or affirmed. There is an additional, separate swearing-in ceremony (with different oaths) for cabinet ministers when they become members of the Executive Council.

Youth Parliamentarians will affirm the following oath of office:

I, [Name],
DO SOLEMNLY, SINCERELY AND TRULY DECLARE
AND AFFIRM
THAT I WILL DULY AND FAITHFULLY
AND TO THE BEST OF MY SKILL AND
KNOWLEDGE EXECUTE THE POWERS AND TRUST
REPOSED IN ME AS A MEMBER OF THE YUKON
YOUTH PARLIAMENT.

PETITIONS

A petition is a formal request made by members of the public to the Legislative Assembly, requesting that a problem be fixed.

MLAs may present petitions to the House during the Daily Routine when the Speaker calls for petitions. The Clerk will, on the following sitting day, inform the House if the petition meets the procedural requirements of the Assembly. If it does, the Speaker will declare the petition to have been "read and received." Cabinet must respond, orally or in writing, within eight sitting days, to each petition that is deemed read and received.

Petitions require a minimum of three signatures and can only ask the Legislative Assembly to do something within the Assembly's powers.

In Youth Parliament petitions can be presented during the daily routine by any Youth Parliamentarian but there will be no response.

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SAMPLE PETITION

To the Yukon Youth Parliament:

This petition of the undersigned shows:

THAT [the reason for submitting the petition]

THEREFORE, the undersigned ask the Yukon Youth Parliament to [desired action].

Names

Signatures