

Youth Parliament of Manitoba

ESTABLISHED: 1922

INCORPORATED IN THE PROVINCE OF MANITOBA: 22 AUGUST 1983

BY-LAWS LAST REVISED: 1 MARCH 2015

BY-LAWS

ARTICLE 1: TERMS AND DEFINITIONS

Ad Hoc Committee: A committee of YPM Inc. having a mandate as determined by the membership pursuant to Article (19).

Annual General Meeting/AGM: A yearly meeting of the membership of YPM Inc. that is normally held in the spring.

Board of Directors/Board: The governing body of YPM Inc.

Cabinet: Members selected by the Board to assist them in operating YPM Inc.

Chief Electoral Officer/CEO: The individual who presides over the Election Meeting.

Closed Session: A portion of a meeting of the Board, Cabinet, or the membership, for which all minutes taken are held in confidence and viewable only by those Members who were entitled to attend the meeting. A meeting may enter and exit Closed Session by a majority vote of the Members present. Members privy to Closed Session minutes are expected to hold the proceedings in confidence.

Code of Conduct: A document that outlines appropriate behaviour and dress expected of Members throughout official events of YPM Inc.

Director: A member of the Board of YPM Inc.

Election Meeting: A yearly meeting of the membership of YPM Inc. for the purposes of electing the Board.

Former Members: Those persons who previously, but no longer, hold membership in YPM Inc.

Governing Documents: Those documents referred to in Article (6).

Honorary President: An individual selected in accordance with Article (9).

Impeachment Meeting: A special meeting of the entire membership for the purposes of deciding the removal of one or more members of the Board.

Impeachment Motion: A motion from the Board that initiates impeachment proceedings.

Landmark Event: An event hosted by YPM Inc. that individuals must attend in order to qualify for membership.

Lieutenant-Governor: An individual selected in accordance with Article (10).

Member: An individual who meets the eligibility requirements listed in Article (5).

Membership: The collective Members of YPM Inc.

Order-in-Council: A measure taken by a unanimous decision of the Board to amend the By-laws or the Standing Orders.

Parliamentary Sessions: Events organized by YPM Inc. for the purposes of simulating a parliamentary environment.

Special Committee: A committee of YPM Inc. having a mandate as specified in the By-laws pursuant to Article (19).

Western Canada Youth Parliament/WCYP: An event co-hosted by YPM Inc. and similar organizations from Western Canada.

ARTICLE 2: NAME OF THE CORPORATION

1. The corporation shall be known as Youth Parliament of Manitoba Inc., hereafter known as “YPM Inc.”

ARTICLE 3: MISSION OF THE CORPORATION

1. YPM Inc. shall be independent, non-profit, non-partisan, and non-denominational.
2. **The goal of the YPM Inc. is to foster amongst the youth of Manitoba an understanding of, interest in, and engagement with the Canadian democratic parliamentary process that would enable their active participation in society as responsible citizens. In so doing, YPM strives to encourage the growth of the individual and their abilities through their exposure to a diversity of ideas and perspectives and the fellowship of their peers.**
3. The primary method by which this goal shall be pursued shall be the annual operation by the corporation of at least one model parliament open to participation by all Manitoban youth aged sixteen to twenty.
 - a) For the purposes of this clause, during any year when Western Canada Youth Parliament is hosted in Manitoba, it shall not be considered as fulfilling the requirement of this clause.

ARTICLE 4: FISCAL YEAR END

1. The fiscal year end of YPM Inc. shall be the thirty-first of January.

ARTICLE 5: MEMBERSHIP

1. In order to be eligible for membership in YPM Inc., a person must:
 - a) be no younger than sixteen years of age and no older than twenty years of age by the thirty-first of December, with the exception of Directors, who shall be no older than twenty-five on the thirty-first of December,
 - b) be a resident of, or have a permanent residence in, Manitoba,

- c) be registered as having attended a Landmark Event as determined by the Board, and
- 2. Subject to Clause (1), membership in YPM Inc. shall be open to all persons without distinction as to race, ethnicity, gender, sex, sexual orientation, ability status, financial status, religion, or ideological beliefs.
- 3. Subject to Clause (2), the Board may decline an application for membership.
- 4. Membership shall begin upon attendance of any Landmark Event, and shall lapse after one year.
- 5. Members shall conduct themselves in accordance with the YPM Code of Conduct.
 - a) Failure to abide by the YPM Code of Conduct will result in disciplinary action, up to and including revocation of membership, at the discretion of the Board.
- 6. Membership may be granted or revoked from an individual by unanimous vote of the Board.

ARTICLE 6: GOVERNING DOCUMENTS

- 1. The following Governing Documents shall be observed by YPM Inc.
 - a) the Articles of Incorporation,
 - b) the By-Laws,
 - c) the Code of Conduct,
 - d) the Standing Orders, and
 - e) the Western Canada Youth Parliament Act.
- 2. In addition to the Governing Documents, YPM Inc. shall use the most recent edition of *Robert's Rules of Order* in conducting its meetings, excluding the proceedings of its Parliamentary Sessions.
- 3. In the case of a conflict between the Articles of Incorporation and the By-Laws, the Articles of Incorporation shall prevail. In the case of a conflict between the By-Laws and Code of Conduct, the By-Laws shall prevail. In the case of a conflict between the Code of Conduct and the Standing Orders, the Code of Conduct shall prevail. In the case of a conflict between the Standing Orders and the Western Canada Youth Parliament Act, the Standing Orders shall prevail. In the case of a conflict between the Articles of Incorporation, By-Laws, Code of Conduct, Standing Orders or Western Canada Youth Parliament Act on the one hand and *Robert's Rules of Order* on the other, the Articles of Incorporation, By-Laws, Code of Conduct, Standing Orders or Western Canada Youth Parliament Act shall prevail.

ARTICLE 7: BOARD OF DIRECTORS

- 1. YPM Inc. shall be governed by a Board of Directors, hereafter referred to as “the Board.”
- 2. The Board shall consist of:
 - a) the Chairperson,

- b) the Past Chairperson,
 - c) the Vice-Chairperson
 - d) the Director of Finance, and
 - e) the Director of Procedures.
3. The term of office for Directors shall be from February 1 to January 31.
- a) Notwithstanding Clause (3), the start of a term will be different for Directors elected to the Board through a by-election.
4. Unless otherwise specified, all decisions of the Board shall require the support of a majority of Directors.
5. The Board shall:
- a) call a minimum of two meetings of the general membership in any given year,
 - b) issue Orders-in-Council,
 - c) prepare an annual budget no later than the AGM, and
 - d) share power of disbursement among Directors, providing that:
 - i. one of these shall be the Director of Finance,
 - ii. all cheques shall require the signature of two Directors, and
 - iii. no Director shall issue a cheque in their name;
 - e) from time to time, create, amend and rescind policy as the Board sees fit.
6. The Chairperson shall:
- a) represent YPM Inc. to other organizations and to the news media,
 - b) preside over all meetings of YPM Inc., unless otherwise specified,
 - c) implement all policies and actions decided upon at meetings,
 - d) assign tasks to other Directors,
 - e) be well-versed in the By-laws and the Standing Orders of YPM Inc., and
 - f) present a report on the state of YPM Inc. to the general membership at the AGM.
7. The Past-Chairperson shall:
- a) act as Chief Electoral Officer at the Election meeting,
 - b) present a year in review of YPM Inc. to the general membership in the form of an Annual Report,
 - c) act as a liaison with the Former Members of YPM Inc., and
 - d) be conversant with the rules of parliamentary procedure employed by YPM Inc.
8. The Vice-Chairperson shall:
- a) temporarily carry out the duties of the Chairperson if, for any reason, the Chairperson is unable to do so,
 - b) keep an accurate list of Members, and
 - c) keep an accurate record of the proceedings of all meetings.
9. The Director of Finance shall:
- a) present the annual budget at the AGM unless otherwise specified,
 - b) ensure bills are paid in accordance with the approved budget in a timely manner,
 - c) process all dues paid by Members,
 - d) keep accurate accounts and file records of all financial transactions,
 - e) make quarterly financial statements to the Board, and

- f) be conversant with the rules of parliamentary procedure employed by YPM Inc. and the Standing Orders.
- 10. The Director of Procedures shall:
 - a) preside over meetings should both the Chairperson and the Vice-Chairperson be unavailable,
 - b) co-ordinate with the Chairperson the planning and execution of the AGM,
 - c) call for amendments to the By-laws and the Standing Orders,
 - d) keep up-to-date copies of the By-laws and the Standing Orders of YPM Inc., and
 - e) advise the Chairperson on matters of procedure.
- 11. To avoid a conflict of interest, neither the Chairperson nor the Vice-Chairperson shall be permitted to accept a Presidency or Chairpersonship of a political party or seek partisan political office during the course of their term; however, they shall be permitted to complete a term of office that began prior to their election to the position of either Chairperson or Vice-Chairperson.
- 12. If all positions of the Board become vacant due to resignation, impeachment or death, a pre-appointed guardian shall temporarily take control of YPM Inc. until they can call a By-Election meeting as outlined in Article (16).
- 13. No Member of the Board of Directors may hold two positions on the Board simultaneously.
 - a) The responsibilities of any vacant positions on the Board will be transferred to the remaining Members of the Board.

ARTICLE 8: CABINET

- 1. The Board shall appoint Members, known collectively as the Cabinet, to act as volunteer staff with the authority to carry out decisions of the Board.
- 2. Notwithstanding Clause (1), the Board may appoint Former Members of YPM to the Cabinet if they meet the requirements stated in Article (5), Clauses (1a), (1b), and, but were unable to attend a Landmark Event due to extenuating circumstances, as determined by the Board.
- 3. The Cabinet shall act as an operational and legal extension of the Board.
- 4. Members appointed to the Cabinet shall serve until 31 January of the year following their appointment.

ARTICLE 9: HONORARY PRESIDENT

- 1. YPM Inc. shall have an Honorary President.
- 2. The Board, on the recommendation of the Chairperson, shall appoint the Honorary President.
- 3. To be eligible for appointment to the position of Honorary President, a person:
 - a) must be at least twenty years old, and
 - b) must not be a current Member of YPM Inc.
- 4. The Honorary President shall act as the chief advisor to the Board.

5. The Honorary President's tenure shall cease when a new Honorary President is appointed.
6. The Honorary President is not limited to 1 term.

ARTICLE 10: THE LIEUTENANT-GOVERNOR

1. YPM Inc. shall have a Lieutenant-Governor.
2. The Board, on the recommendation of the Chairperson, shall appoint the Lieutenant-Governor.
3. To be eligible to the position of Lieutenant-Governor, a person:
 - a. Must be a prominent alumnus or member of the YPM community, and
 - b. Must have made a long-lasting impact in the community in which they serve.
4. The Lieutenant-Governor is required to attend the following events:
 - a. The signing of the Oath and Scroll
 - b. The opening banquet
 - c. The opening ceremony, and
 - d. The closing ceremony.
5. The Lieutenant-Governor shall:
 - a. Read the Speech from the Throne
 - b. Read the Prorogation Speech, and
 - c. Act as a figure representative of YPM's storied and unique history.

ARTICLE 11: THE SENATE

1. YPM Inc. shall have a Senate.
2. Members of the Senate, who shall be styled as Senators, shall be appointed by a unanimous vote of the Board.
3. Senators shall normally hold their place in the Senate for life, but may be revoked of their title by a unanimous vote of the Board.
4. To be eligible for appointment to the position of Senator, a person must:
 - a) be a Former Member of YPM Inc., and
 - b) have a significant record of meritorious service to YPM Inc.
5. Notwithstanding Clause (2), the Past Chairperson shall be conferred the title of Speaker of the Senate immediately following the end of their term as Past Chairperson.
6. The Speaker of the Senate shall be relieved of their title upon the appointment of a new Speaker of the Senate but shall retain the title of Senator and all privileges granted thereupon.

ARTICLE 12: MEMBERSHIP MEETINGS

1. The Board shall be required to call two meetings of the general membership of YPM Inc. in a given year:

- a) the Election Meeting, and
 - b) the Annual General Meeting (AGM).
2. Subject to the By-laws, other meetings of the membership may be called.
3. All Members of YPM Inc. shall have the right to attend, to speak, vote on motions, and vote in any elections at membership meetings.
4. Non-Members may be granted permission to speak for a fixed period of time by a majority vote of Members present.
5. Procedure at meetings of the general membership shall be governed by the most recent version of *Robert's Rules of Order*.
6. Minutes of meetings of the general membership shall be distributed to the membership within one month of the meeting.
 - a) All minutes of meetings of the general membership shall be approved at the subsequent AGM.
7. Members may proxy their vote to another Member via a declaration that reads: "I, (name of member surrendering their vote), a member in good standing of YPM Inc., do hereby proxy my vote to (name of member receiving the proxy), who is a member in good standing of YPM Inc."
 - a) Proxies must be signed by the Member surrendering their vote, the Member receiving the proxy and the meeting chair before coming into effect.
 - b) No Member may hold more than two proxies.
 - c) The presence of a Member at a meeting of the general membership who had surrendered their vote via proxy shall immediately render the proxy null and void.

ARTICLE 13: ANNUAL GENERAL MEETING

1. An AGM shall be held each calendar year between the dates of 15 March and 15 May inclusive.
2. A minimum of thirty days' notification must be given to the general membership as to the date, time, and location of the AGM.
3. All motions considered at the AGM shall be decided by a voice vote. If five or more Members disagree with the ruling made by the chair, the motion shall be decided by a standing vote.
4. Members may speak for no longer than three minutes on each motion.
 - a) Notwithstanding Clause (4), the mover of a motion shall be allowed to speak for five minutes.

ARTICLE 14: ELECTION MEETING

1. An Election Meeting shall be held each calendar year on 30 December.
2. The election of the Board shall take place at the Election Meeting.
 - a) The election of the Board shall proceed in the following order:
 - i. Chairperson,
 - ii. Past Chairperson,

- iii. Vice-Chairperson,
 - iv. Director of Finance, and
 - v. Director of Procedures.
- b) The order of the elections can be changed by the support of two-thirds of the Members present.
- 3. Members of YPM Inc. must receive notice no less than three days prior to the Election Meeting of:
 - a) the date, time and location of the Election Meeting,
 - b) the right of all Members to proxy their vote to another Member,
 - c) the by-laws concerning the campaigning and nomination process, and
 - d) the agenda to be followed at the Election Meeting, which shall list the following items:
 - i. Calling of the meeting to order
 - ii. Appointment of the CEO (if necessary)
 - iii. Appointment of the secretary
 - iv. Declaration of proxies
 - v. Motion to allow visitors
 - vi. Motion to open nominations for the position of _____
(title of position)
 - vii. Nominations
 - viii. Motion to close nominations
 - ix. Speeches from the Nominators
 - x. Speeches from the Nominees
 - xi. Question Period
 - xii. Voting
 - xiii. Motion to destroy the ballots
 - xiv. Adjournment
- 4. Clauses (2bvi) to (2bxii) shall be repeated on the agenda for each position to be elected to the Board.
- 5. The Past Chairperson of the outgoing Board shall act as the Chief Electoral Officer.
 - a) In the event that the Past Chairperson is unable to act as the Chief Electoral Officer, the position shall be filled by a Member or Former Member of YPM Inc. as elected by the membership.
 - b) The Chief Electoral Officer may not vote except as outlined in Article (14) Clause (15d).
- 6. Only current Members of YPM Inc. may be present in the election room, unless permission is granted by a majority vote of current Members to allow visitors to be present.
 - a) Notwithstanding Clause (3), visitors must remain apart from the membership and may be asked to leave at the discretion of the Chief Electoral Officer.
 - b) Visitors must not display support of any kind for any candidate.
- 7. Only current Members of YPM Inc. who have reached the age of majority per the *Corporations Act* may stand for election to the Board.
 - a) The Past Chairperson is ineligible to be elected to the Board.

8. No Director is eligible to hold the same position on the Board for more than one term.
 - a) The Chairperson is ineligible to run for any position other than Past Chairperson.
 - b) If a current board member resigns to run for another position on the board in the event of a by-election, they may run again for the position that they previously held during that fiscal year.
9. A candidate must have a nominator and a seconder.
 - a) Neither current nor elected Directors may move or second any candidate's nomination to the Board.
 - b) During the nomination, neither the candidate's nominator nor seconder may run in the election for that same position.
10. Nomination speeches shall be limited to three minutes and candidates' speeches shall be limited to five minutes.
 - a) Nominators shall speak in order of nomination,
 - b) Candidates shall speak in the reverse order of nomination.
 - c) If any candidate or nominator explicitly states that the candidate cannot reapply for membership in YPM Inc. because they have reached the age limit, the candidate will be automatically disqualified from the elections.
11. Immediately after the nomination speeches, the floor shall be opened up for a question and answer period.
 - a) The question and answer period shall be a maximum of fifteen minutes or five minutes for each candidate, whichever is longer in length.
 - i. Should a candidate be running uncontested for a position, there shall be no question and answer period.
 - b) All questions asked during the question and answer period shall be directed solely towards the position that is being nominated, and shall be subject to the following:
 - i. The candidates, movers, and seconders are prohibited from asking any questions during the question and answer period for that position.
 - ii. Should a person wish to pose a question, it must be written and signed, and then presented to the Chief Electoral Officer. The Chief Electoral Officer shall read the question aloud, and is permitted editorial rights.
 - c) The Chief Electoral Officer shall be granted the power to disallow any questions considered inappropriate or unrelated to the position in question. Each candidate will take turns answering first but will continue to answer the questions in the same order relative to each other.
12. Each Member is eligible to vote and shall receive one ballot for each election.
 - a) Once the candidates have voted, they shall be required to leave room where voting takes place.
13. Members are to cast votes expressing their preferences by writing the names of the candidates and numbering them in their order of preference, with "1" being their most preferred, "2" being their second-most preferred, and so on.
 - a) Any ballot contrary to this standard shall be considered spoiled.

- b) In the event that there is only one candidate running for that particular position, Members will be asked to express their preference by writing a singular “YES” or a singular “NO.”
 - i. If a simple majority of the ballots are marked “NO”, the position shall remain vacant, and elections for that position shall be postponed to a later date as determined by the CEO.
- 14. Once balloting is complete, the following individuals shall meet in a suitable place away from view of the membership to count the ballots:
 - a) the Chief Electoral Officer,
 - b) one former Member of YPM Inc. designated by the CEO as their assistant, and
 - c) at the discretion of each individual candidate, a candidate’s nominator may scrutinize the counting of the votes but are not permitted to touch the ballots or interfere with the actual counting process.
- 15. The vote totals of each candidate on any given count of ballots shall be tabulated and compared.
 - a) The first count shall be counted according to first preference only.
 - b) Should a candidate receive a simple majority of fifty percent plus one of the ballots cast on the first count, they shall be declared the winner.
 - c) If no candidate receives sufficient ballots marked for him or her with first preferences to attain a simple majority of fifty percent plus one, a second round of counting shall occur.
 - i. The candidate with the fewest number of ballots marked with first preferences for them shall be removed from the second round of counting and the ballots marked with first preferences for this candidate shall be redistributed according to the second highest preference expressed on that ballot.
 - ii. This same procedure shall be repeated until one candidate receives sufficient votes to achieve a simple majority of fifty percent plus one of the ballots cast, at which point this candidate shall be declared the winner.
 - iii. If only two candidates remain and neither has attained a simple majority of fifty percent plus one, the candidate with the higher number of ballots cast in their favour shall be declared the winner.
 - iv. If a candidate is disqualified, ballots shall be interpreted as if the candidate had been eliminated from contention in a previous round.
 - d) Any ties that occur shall be broken by the Chief Electoral Officer.
- 16. The Chief Electoral Officer shall announce the winning candidate, but not the final ballot count, to the candidates.
 - a) The final ballot count can be revealed to a candidate at their request, but only after all positions have been elected.
 - b) The final ballot count shall be included in the minutes of the next meeting of the Board.
 - c) Only the list of candidates and the winning candidate will be noted in the Minutes of the Election Meeting.

17. Subject to the approval of the Chief Electoral Officer, a candidate may request a recount of the ballots.
18. Notwithstanding the arrangement of a nominator and seconder, those Members intending to run for a position on the Board shall not engage in overt campaigning.
 - a) Following a first violation of Clause (10), the Chief Electoral Officer shall give the violating candidate one warning.
 - b) After the second offence, the Chief Electoral Officer shall disqualify the offending Member from the elections.
 - c) Overt campaigning shall include, but not be limited to, the following:
 - i. Any statement to the effect that the Member is seeking an executive position without asking for a nominator or a seconder.
 - ii. Declaration of candidacy after a nominator and a seconder have been arranged (prior to election).
 - iii. Repeated declaration of candidacy without finding a nominator or a seconder.
 - iv. Any action by a third party on the candidate's behalf, with or without the candidate's knowledge.
19. The minutes of the Election Meeting shall be taken by the Chief Electoral Officer, or their designate.
20. If there are no nominations for a position on the Board, the Chief Electoral Officer shall postpone elections for that position until a later date that is reasonably convenient to the current membership.

ARTICLE 15: IMPEACHMENT PROCEEDINGS

1. The Board may initiate the impeachment of a Director if that Director:
 - a) is considered to be unfit to perform their duties, or
 - b) has not performed their duties in a manner satisfactory to the Board.
2. All impeachment proceedings must proceed in the following order:
 - a) An Impeachment Motion, which must be supported by two-thirds of the Board, must:
 - i. call for an impeachment by-election at a location within the city of Winnipeg and at a date no less than two weeks and no more than four weeks from the date of the passing of the Impeachment Motion; and
 - ii. name the Director whom the Board is recommending be impeached.
 - b) The impeached member of the board may stand for election in the impeachment by-election.
 - c) The membership of YPM Inc. must receive notice in writing no less than one week prior to the date of the Impeachment Meeting of:
 - i. the wording of the Impeachment Motion carried by the Board and the date on which it was carried; and
 - ii. the right of all Members to proxy their vote to another Member through a signed notice; and

- iii. the right of the impeached member of the board to stand in the by-election for the position that they were impeached from.
- d) Any deviance from these stated impeachment proceedings must be approved at the Impeachment Meeting by two-thirds of the membership of YPM Inc.

ARTICLE 16: BY-ELECTION PROCEEDINGS

1. If one or more positions on the Board should become vacant, then:
 - a) a by-election shall be held to fill the position if the vacancy arose prior to the fifteenth of August; or
 - b) Subject to Article (7) Clause (12), the remaining Directors will assume the duties of the missing Director if the vacancy arose on or after the fifteenth of August.
2. All by-elections must occur in the following order:
 - a) The Board will pass a By-election Motion which will:
 - i. state the title of the position on the Board which has become vacant and the reasons behind the vacancy;
 - ii. set a date and time for a By-election Meeting which shall be no more than three weeks and no less than two weeks from the date of the arising of the vacancy; and
 - iii. set a location for the meeting within the city of Winnipeg.
 - b) The membership of YPM Inc. must receive notice in writing no less than one week of the date of the By-election Meeting of:
 - i. the right of all Members to proxy their vote to another Member through a signed notice; and
 - ii. the agenda to be followed at the By-election Meeting, which shall list the following items:
 1. Calling of the meeting to order at _____ (time to begin the meeting as approved in the By-election Motion)
 2. Declaration of proxies
 3. Statement by the Board explaining the reasons for the meeting
 4. Motion to open nominations for the position of _____ (title of vacant position)
 5. Nominations
 6. Motion to close nominations
 7. Speeches from the Nominators
 8. Speeches from the Nominees
 9. Question Period
 10. Voting
 11. Motion to destroy the ballots
 12. Adjournment

Should there be more than one position that has become vacant, then steps four through eleven shall be repeated on the agenda

- iii. Responsibility for presiding over the By-election Meeting shall fall to a Director. Should no member of the Board be available to act as meeting chair, then the Past Chairperson from the previous year shall preside. If neither a member of the Board nor the Past Chairperson from the previous year are available, then the membership shall appoint a meeting chair at the meeting.
3. The meeting chair shall follow all by-laws respecting elections as closely as possible.
4. Responsibility for taking accurate minutes of the meeting shall fall to the meeting chair, or his or her designate.
5. Following the election of new Director(s), the membership shall be notified in writing of the names of the new Director(s) and the positions to which they have been elected no less than seven days from the By-election Meeting.
6. No current member of the Board may move or second a nomination at a By-election Meeting.
7. Current Directors on the Board may be nominated for a vacancy on the Board.
 - a) If a current Director on the Board wins the by-election for a vacant position, an immediate by-election will be called to fill their former position.

ARTICLE 17: INVOLVEMENT IN WCYP

1. The relationship between YPM Inc. and WCYP shall be as the Board deems fit.
2. The Board shall only nominate the following individuals to attend a WCYP session:
 - a) Members of YPM Inc., and
 - b) Former Members of YPM Inc. whose membership lapsed no more than two years prior to the starting date of the WCYP session.
3. The Board shall nominate all individuals to attend WCYP by the specified registration deadline of the year of the WCYP session.

ARTICLE 18: AMENDMENT OF GOVERNING DOCUMENTS

1. Motions to amend the Governing Documents can only be moved and debated at the AGM.
2. Members must be informed in writing thirty days prior to the AGM of their right to submit amendments.
3. For any amendment to be considered at the AGM, it must be submitted to the Board two weeks prior to the AGM and to the general membership one week prior to the AGM.
4. Motions to amend the Governing Documents shall be approved only if they carry the support of two-thirds of the Members present at the AGM.

5. A motion to amend a proposed amendment to the Governing Documents at the AGM shall be in order so long as it is germane to the original, tendered amendment.
6. Amendments approved at the AGM shall come into effect immediately.
7. From time to time, the Board may choose to temporarily amend the Governing Documents of YPM Inc. via an Order-in-Council.
 - a) Orders-in-Council shall not apply to the following:
 - i. Articles (1) through (6) and (17) of the By-Laws, or
 - ii. the Western Canada Youth Parliament Act.
 - b) Orders-in-Council must receive unanimous consent from the Board.
 - c) Orders-in-Council shall come into effect one week after their issuance and shall expire at the following AGM.
 - d) Orders-in-Council shall be considered as motions to amend at the AGM. For the Orders-in-Council to be ratified, two-thirds of the membership must approve it.
 - e) Members of YPM Inc. shall be notified about all Orders-in-Council within one week of their issuance.

ARTICLE 19: COMMITTEES

1. A motion to strike an Ad Hoc Committee shall be entertained at the AGM if it includes the following information:
 - a) a committee name,
 - b) a mandate, and
 - c) the names of its members and its chair, all of whom must be Members or Senators of YPM Inc.
2. The term of an Ad Hoc Committee shall begin at the closing of the AGM at which it was struck and end at the closing of the following AGM.
3. An Ad Hoc Committee shall present its final report to the Board six weeks prior to the AGM.
 - a) The Board shall forward to the membership both the Ad Hoc Committee's final report and the Board's response thereto two weeks prior to the AGM.
4. Notwithstanding impeachment as per Article 15 or revocation of membership as per Article 5, if a member of an Ad Hoc Committee ceases to be a Member of YPM Inc., they shall remain a member of the committee.
5. All members of an Ad Hoc Committee shall have an equal vote except the chair, who shall, in case of a tie, vote a second time.
6. There shall be a Special Committee struck annually at a time following January 1 and no less than 1 month prior to the AGM to review the Governing Documents.
 - a) The committee shall be styled the Standing Orders and By-laws Organizational Committee (SOBLOC).
 - b) The mandate of SOBLOC is to propose amendments to the Governing Documents and make recommendations for future changes thereto.
 - c) The membership of SOBLOC shall be made up of the following:
 - i. the Director of Procedures, who shall act as chair of the committee,
 - ii. the Past Chairperson, and

- iii. three members elected by and from the Cabinet.
- d) SOBLOC shall present its final report to the Board prior to the AGM.
 - i. The Board shall forward to the membership both SOBLOC's final report and the Board's response thereto one week prior to the AGM.
- 7. The Chairperson shall serve as a non-voting, ex-officio member of all committees.

ARTICLE 20: DISSOLUTION

- 1. Upon the dissolution of the Corporation, any funds or assets remaining after paying all debts shall be distributed to an incorporated, non-profit Manitoba organization as determined by the Board.
 - a) The organization's mandate should pertain to the development of leadership skills and fellowship amongst Manitoban youth.

ARTICLE 21: RESIDUAL POWERS

- 1. Any matter concerning YPM Inc. not dealt with in the By-laws shall be acted upon at the discretion of the Board.