



**RULES AND PROCEDURES  
OF THE  
LEGISLATIVE ASSEMBLY OF SASKATCHEWAN**

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# RULES AND PROCEDURES OF THE LEGISLATIVE ASSEMBLY OF SASKATCHEWAN

## GENERAL

- Procedure in unprovided cases      **1(1)** In all cases not specified in these Rules or by sessional orders, the usages, forms, customs and precedents of the House of Commons of Canada and other parliaments in the Commonwealth shall be followed so far as they may be applicable to the Assembly.
- Speaker's discretion to alter Rules and practices      **1(2)** The Speaker may alter the application of any Rule or practice of the Assembly in order to accommodate the full participation in the proceedings of the Assembly of any Member:  
(a) with a disability;  
(b) with an illness or pregnancy related need; and  
(c) that requires to care for their infant in the Chamber.
- Attendance required      **2** Every Member is bound to attend the sittings of the Assembly, unless:  
(a) leave of absence has been authorized by Order of the Assembly; or  
(b) occupied with the business of the Member's constituency, the Assembly, the Government of Saskatchewan, or otherwise prescribed by a directive of the Board of Internal Economy.

## SITTINGS OF THE ASSEMBLY

- Parliamentary calendar      **3(1)** Unless otherwise ordered by the Assembly or its Rules, sitting days shall be in accordance with a parliamentary calendar of two periods as defined by this Rule.
- Fall period of calendar      **3(2)** Each session of a Legislature shall commence the first sitting day of the fall period as follows:  
(a) from the fourth Wednesday of October for 25 sitting days;  
(b) except when the fourth Wednesday of October coincides with the date of a general election as prescribed by *The Local Government Election Act*, then from the following Thursday in October for 25 sitting days.
- Commencement of session      (a) from the fourth Wednesday of October for 25 sitting days;  
(b) except when the fourth Wednesday of October coincides with the date of a general election as prescribed by *The Local Government Election Act*, then from the following Thursday in October for 25 sitting days.
- Spring period of calendar      **3(3)** Each session of a Legislature shall reconvene for a spring period of 40 sitting days, concluding on the Thursday before Victoria Day as follows:  
(a) The Thursday before Victoria Day shall constitute the Completion Day of the spring period of sittings, provided there are no fewer than 28 sitting days between the proposal of the Budget Motion, moved pursuant to Rule 31, and the Thursday before Victoria Day; or  
(b) If the Budget Motion is moved at any time within the interval of 29 sitting days prior to the Thursday before Victoria Day, the Completion Day shall be postponed to the 29th sitting day after the Budget Motion is moved.
- Completion Day of session      (a) The Thursday before Victoria Day shall constitute the Completion Day of the spring period of sittings, provided there are no fewer than 28 sitting days between the proposal of the Budget Motion, moved pursuant to Rule 31, and the Thursday before Victoria Day; or  
(b) If the Budget Motion is moved at any time within the interval of 29 sitting days prior to the Thursday before Victoria Day, the Completion Day shall be postponed to the 29th sitting day after the Budget Motion is moved.
- Parliamentary calendar to be published      **3(4)** The Clerk of the Assembly shall publish a parliamentary calendar that shows the days on which the Assembly shall meet, in accordance with *The Rules and Procedures of the Legislative Assembly of Saskatchewan*.
- First session of a Legislature      **4(1)** Sittings of the first session of a Legislature shall be in accordance with this Rule.
- Convening of first session      **4(2)** The first session of a Legislature may be convened on a day other than the day prescribed by the parliamentary calendar.
- Calendar may be observed in first session      **4(3)** The parliamentary calendar shall be observed when the first sitting day of a Legislature coincides with the ordinary first day of the fall period.
- Completion Day of first session      **4(4)** The Completion Day of the first session of a Legislature shall be the 29th sitting day after the Budget Motion is moved.

Disposal of certain business in first session	<b>4(5)</b> The Rules of the parliamentary calendar for the disposal of specified bills and estimates shall apply to the disposal of government business in the first session of a Legislature, unless otherwise ordered by the Assembly or its Rules.
Sittings outside calendar periods	<b>5</b> If the Assembly is convened for a separate and distinct sitting at any time outside the sitting periods prescribed by the parliamentary calendar, other than the first sitting of a Legislature, the Rules that govern the conduct of business within the parliamentary calendar periods shall not apply.
Sittings: ordinary time of	<b>6(1)</b> The ordinary times for the daily meeting and adjournment of the sittings of the Assembly shall be as follows: Monday: 1:30 p.m. – 10:30 p.m., with a recess between 5:00 p.m. and 7:00 p.m. Tuesday: 1:30 p.m. – 10:30 p.m., with a recess between 5:00 p.m. and 7:00 p.m. Wednesday: 1:30 p.m. – 5:00 p.m. Thursday: 10:00 a.m. – 1:00 p.m.
Sittings: exception when calendar commences on Thursday	<b>6(2)</b> When the fall period of the parliamentary calendar commences on a Thursday, as specified in Rule 3(2)(b), the times for daily meeting and adjournment times for the first and second sitting days shall be as follows: Thursday: 1:30 p.m. – 5:00 p.m. Friday: 10:00 a.m. – 1:00 p.m.
Designated days	<b>6(3)</b> The Assembly shall not meet on the following designated days: New Year’s Day, Family Day, Good Friday, the week after Easter, Victoria Day, Canada Day, Saskatchewan Day, Labour Day, Thanksgiving Day, Remembrance Day, Christmas Day and Boxing Day.
Sittings affected by Remembrance Day	<b>6(4)</b> When Remembrance Day is on a: (a) Sunday, the Assembly shall not sit on the following Monday; (b) Tuesday, the Assembly shall not sit the preceding Monday; or (c) Wednesday, the Assembly shall not sit the following Thursday.
Hours of sitting preceding designated holidays	<b>6(5)</b> The Assembly shall meet at 10:00 a.m. and adjourn at 1:00 p.m. on any meeting day that precedes a day designated by this Rule.
Adjournment in Committees of the Whole Assembly	<b>6(6)</b> Committees of the Whole Assembly shall follow the Assembly’s recess and adjournment times.
Procedure at time of daily adjournment	<b>6(7)</b> At the time of daily adjournment, except as otherwise specified in the Rules or ordered by the Assembly, the proceedings on any business under consideration shall be interrupted, and the Speaker shall adjourn the Assembly without question put, provided that all business not disposed of at the termination of the sitting shall remain on the Order Paper at the same stage where its progress was interrupted.
Adjournment in Committees of the Whole	<b>6(8)</b> If the Assembly is in Committees of the Whole Assembly at the ordinary time of daily adjournment, except as otherwise specified in the Rules or ordered by the Assembly, the committee shall rise, and the Chair of the committee shall report the committee’s progress to the Assembly. At the conclusion of the committee’s progress report, the Speaker shall adjourn the Assembly without question put.

### **PUBLICATION AND BROADCAST OF PROCEEDINGS**

Publication of proceedings	<b>7(1)</b> The official record of the proceedings of the Assembly and its committees shall consist of the following documents: (a) <i>Journals</i> , (b) <i>Votes and Proceedings</i> , (c) <i>Routine Proceedings and Orders of the Day</i> (Order Paper), (d) bills introduced in the Assembly, (e) <i>Debates and Proceedings</i> (Hansard), (f) the minutes, verbatim and reports of standing and special committees.
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Authority to publish documents	<b>7(2)</b> The official documents of the Assembly and its committees shall be printed and published under the authority of the Speaker.
Authority to broadcast proceedings	<b>8(1)</b> The proceedings of the Assembly and its committees shall be broadcast on television and the Internet, unless otherwise specified in the Rules or by Order. The television and Internet broadcast of the proceedings shall be under the authority of the Speaker.
Broadcast subject to guidelines	<b>8(2)</b> The production, distribution and reproduction of the television and Internet transmission of the Assembly and committee proceedings shall be subject to guidelines contained in the appendix to <i>The Rules and Procedures of the Legislative Assembly of Saskatchewan</i> .

### RECESS OF PROCEEDINGS

Assembly may recess	<b>9(1)</b> A motion that the Assembly recess to a certain time may be moved without notice by the Government House Leader at any time during Government Orders when a question is not under debate.
Recess motion not debatable	<b>9(2)</b> The motion shall indicate the purpose of the recess and shall be decided without debate.
Assembly to return 15 minutes prior to adjournment	<b>9(3)</b> The period of recess must conclude at least 15 minutes before the ordinary time of adjournment.
Intermediate proceeding shall take place	<b>9(4)</b> If such a motion is decided in the negative, no second motion to the same effect shall be made until after some intermediate proceeding has taken place.
Bells to summon Members back to Assembly	<b>9(5)</b> The Speaker shall sound the bells five minutes before the expiry of a recess to summon Members back to the Assembly.
Committee reports permitted	<b>9(6)</b> Upon resumption of proceedings after a recess, the Speaker shall recognize any Member who has risen to make a report from a policy field committee with respect to estimates or bills. If there are no reports, the Speaker will cause the next order of the day to be called.

### ADJOURNMENT MOTIONS

Adjournment motions	<b>10</b> A motion to adjourn the Assembly shall always be in order, but no second motion to the same effect shall be made until after some intermediate proceeding has taken place.
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### QUORUM

Quorum	<b>11(1)</b> The presence of at least 15 Members of the Assembly, including the Speaker, shall be necessary to constitute a meeting of the Assembly for the exercise of its powers.
Speaker to adjourn if quorum not present	<b>11(2)</b> If at the time of meeting there is not a quorum, the Speaker may take the chair and adjourn the Assembly until the next sitting day.
Procedure upon lack of quorum	<b>11(3)</b> Whenever the Speaker adjourns the Assembly for lack of a quorum, the time of the adjournment and the names of the Members then present shall be recorded in the <i>Votes and Proceedings</i> .

## PRIVILEGE

Privilege	<p><b>12(1)</b> Any Member may raise a matter of privilege by providing notice to the Speaker by at least 10:30 a.m. on sitting days that commence at 1:30 p.m. The Member shall provide to the Speaker in writing the following:</p> <ul style="list-style-type: none"><li>(a) a letter signed by the Member, which outlines the case for a breach of privilege or contempt;</li><li>(b) details of the case, which includes any evidence that is available to support the case;</li><li>(c) a question of privilege motion, which the Member must be ready to propose:<ul style="list-style-type: none"><li>i. declaring that a contempt or breach of privilege has been committed, which includes a remedy for the problem; or</li><li>ii. referring the matter to the Standing Committee on Privileges;</li></ul></li><li>(d) a sufficient number of copies of the case for distribution pursuant to Rule 12(3).</li></ul>
Notice at earliest opportunity	<p><b>12(2)</b> Notice of a question of privilege is required to be submitted on the earliest sitting day after the contempt or breach of privilege is thought to have occurred.</p>
Distribution of case details	<p><b>12(3)</b> Immediately upon receipt of such notice, the Speaker shall advise the House Leaders, any Member who is the subject of a question of privilege, and any independent Members, of the case, and provide each with the written details and the proposed question of privilege motion.</p>
Written reply to privilege case permitted	<p><b>12(4)</b> A reply to the case may be made to the Speaker by a Member who is the subject of a question of privilege or by the House leaders on behalf of a caucus. Only one reply from a caucus shall be permitted and the reply by the respondent member shall take precedence. The reply shall be:</p> <ul style="list-style-type: none"><li>(a) in writing and signed;</li><li>(b) strictly relevant to the case;</li><li>(c) received by the Speaker no later than 11:30 a.m.</li><li>(d) received with sufficient number of copies of the reply for distribution in accordance with Rule 12(3).</li></ul>
Determination of <i>prima facie</i> case	<p><b>12(5)</b> The Speaker shall determine if a <i>prima facie</i> case of privilege has been established but, without unreasonable delay, may defer the decision to another sitting day. The Speaker shall advise the Assembly thereof by making a statement at the conclusion of Routine Proceedings and before Orders of the Day.</p>
<i>Prima facie</i> case to be considered immediately	<p><b>12(6)</b> When a <i>prima facie</i> case of privilege has been established, the Member who raised the case shall move the question of privilege motion, and it shall be taken into consideration immediately.</p>
Time limit on speeches	<p><b>12(7)</b> Debate on a motion of privilege shall be subject to the following time limits for speeches:</p> <ul style="list-style-type: none"><li>(a) The mover of the motion shall speak for not more than one hour, and is permitted 15 minutes to close debate; and</li><li>(b) No other Member shall speak for more than 45 minutes.</li></ul>
Questions of privilege shall not be adjourned	<p><b>12(8)</b> No question of privilege shall be adjourned. Unless sooner concluded, debate shall end at ten minutes before the ordinary time of daily adjournment when the Speaker shall interrupt the proceedings and put every question necessary to dispose of the main motion.</p>

## BUSINESS OF THE ASSEMBLY

Prayers	<p><b>13</b> The Speaker shall read prayers every day at the sitting of the Assembly before any business is entered upon.</p>
Precedence of business	<p><b>14(1)</b> All items standing on the <i>Routine Proceedings and Orders of the Day</i> shall be taken up according to the precedence assigned to each on the Order Paper, provided that Government Orders may be called in such sequence as the government decides.</p>

- Routine business **14(2)** The ordinary daily routine proceedings in the Assembly, unless otherwise specified by the Rules, shall be as follows:
- Introduction of Guests
  - Presenting Petitions
  - Reading and Receiving Petitions
  - Statements by Members
  - Question Period
  - Ministerial Statements
  - Introduction of Bills
  - Presenting Reports by Standing and Special Committees
- Daily order of business **14(3)** The order of business for consideration of the Assembly day by day, after Routine Proceedings, unless otherwise specified by the Rules, shall be as follows:
- (a) *Monday, Tuesday, and Wednesday*
- Written Questions
  - Motions for Returns
  - Responses to Petitions
  - Special Orders:
    - (a) Address in Reply
    - (b) Budget Debate
    - (c) Appropriation Bills
  - Government Motions
  - Government Orders
  - Private Bills
  - Private Members' Motions
  - Private Members' Public Bills and Orders
  - Motions for Returns (Debatable)
- (b) *Thursday*
- Written Questions
  - Motions for Returns
  - Responses to Petitions
  - Special Orders:
    - (a) Address in Reply
    - (b) Budget Debate
    - (c) Appropriation Bills
  - Private Bills
  - Seventy-five Minute Debate
  - Private Members' Motions
  - Private Members' Public Bills and Orders
  - Motions for Returns (Debatable)
  - Government Motions
  - Government Orders
- Friday order of business (c) When the Assembly sits on a Friday, pursuant to Rule 6(2), the order of business shall be the same as that for Monday, Tuesday and Wednesday.
- Government Orders **14(4)** Order of precedence under Government Orders shall be as follows:
- Third Readings
  - Adjourned Debates
  - Reports from Committee of Finance or of the Whole Assembly or of any committee
  - Committee of Finance
  - Committee of the Whole on Bills
    - (a) bills reported from any committee
    - (b) bills referred directly
  - Second Readings

Private Members' Public Bills and Orders	<p><b>14(5)</b> Order of precedence under Private Members' Public Bills and Orders and Private Bills shall be as follows:</p> <ul style="list-style-type: none"> <li>Third Readings</li> <li>Adjourned Debates</li> <li>Reports from Committees of the Whole Assembly or of any committee</li> <li>Committee of the Whole on Bills <ul style="list-style-type: none"> <li>(a) bills reported from any committee</li> <li>(b) bills referred directly</li> </ul> </li> <li>Second Readings</li> </ul>
Board of Internal Economy reports	<p><b>14.1(1)</b> The Board of Internal Economy (Board) may report on any matter prescribed by statute.</p>
Tabling of Board report	<p><b>14.1(2)</b> A report from the Board shall be tabled by the Speaker at the conclusion of Routine Proceedings and before Orders of the Day.</p>
Filing and distribution of reports when Assembly not sitting	<p><b>14.1(3)</b> When the Assembly is not sitting the rules for filing and distribution of standing committee reports shall apply.</p>
Procedure upon tabling of report	<p><b>14.1(4)</b> When the Board report recommends that the Assembly take action on a matter the Government House Leader may move a motion without notice strictly relevant to the recommendations of the report. The motion shall be debatable except when the subject of the report is a recommendation for corrective action in accordance with the Board anti-harassment directive.</p>
Orders not taken up	<p><b>15(1)</b> Orders not called shall retain their precedence on the Order Paper. An Order that is called and not taken up shall be withdrawn but may be allowed to stand and retain its precedence on the Order Paper upon the request of any Member.</p>
Withdrawal of items of business	<p><b>15(2)</b> A Member may withdraw an item of business on the Order Paper that is in the Member's own name when it is called, provided the business is not in the possession of the Assembly. Likewise, any Minister of the Crown may withdraw a government bill or government motion that is not in the possession of the Assembly.</p>
Orders dropped	<p><b>15(3)</b> Items of business that have been moved and are in the possession of the Assembly may be withdrawn only by unanimous consent upon the request of the Member who moved the motion or, in the case of a Government Order, by any Minister.</p>
Orders postponed	<p><b>15(4)</b> Whenever business before the Assembly is interrupted pursuant to a Rule or Order, unless otherwise provided, the proceeding then under consideration shall be set down on the Order Paper at the stage where the proceeding's progress was interrupted.</p>
Re-entry in debate when business is interrupted	<p><b>15(5)</b> A Member who is interrupted in debate by the Speaker, in accordance with the Rules for the ordinary times of Sittings, shall be allowed to continue when debate on the motion is resumed but must do so immediately. A Member who does not answer the call when the debate is resumed is precluded from continuing in the debate on that question.</p>
Items of business must be moved prior to daily adjournment	<p><b>15(6)</b> Items on the Order Paper that are not in the possession of the Assembly, when taken up, are required to be moved before the ordinary time of daily adjournment. The Speaker shall interrupt proceedings immediately before the time of adjournment and require that the motion be moved.</p>
Collective responsibility of Cabinet	<p><b>15(7)</b> Any item of business standing in the name of a Minister of the Crown may be moved by any other Minister of the Crown in accordance with the conventions which permits Ministers to act for each other on the grounds of the collective nature of the government.</p>

Authority of  
Government  
House Leader

**15(8)** This Rule shall apply to the Government House Leader when the Member is not a Minister of the Crown but is a Member of Executive Council.

## PETITIONS

Filing of  
petitions

**16(1)** A petition to the Assembly may be submitted by a Member at any time during the sitting of the Assembly by filing it at the Table. More than one petition may be filed during a sitting.

Oral  
presentation

**16(2)** Any Member desiring to present a petition from his or her place in the Assembly may do so during Routine Proceedings at the period designated Presenting Petitions.

No debate  
permitted

**16(3)** The period for Presenting Petitions is subject to the following conditions:

- (a) The period is not to exceed one hour.
- (b) No debate on any matter on or in relation to the petitions is permitted.
- (c) A Member will be recognized only once to present a petition.
- (d) No more than one petition on a subject may be presented during the period.
- (e) The Member may read the prayer, provide a general explanation of the subject matter and location of the petitioners.

Form of petition

**16(4)** The form and content of every petition shall:

- (a) be addressed to the Legislative Assembly of Saskatchewan, the Government of Saskatchewan, a Minister of the Crown or a Member of the Assembly;
- (b) contain a clear, proper and respectful prayer in reference to matters within the legislative competence of the Legislative Assembly of Saskatchewan or the jurisdiction of the Government of Saskatchewan;
- (c) be proper for the prayer to call for the expenditure of public funds;
- (d) be written, typewritten or printed on paper of usual size;
- (e) be free of alterations and interlineations in its text;
- (f) have its subject matter and prayer indicated on every sheet if it consists of more than one sheet of signatures and addresses;
- (g) contain only original signatures and addresses written directly onto the petition and not pasted thereon or otherwise transferred to it;
- (h) contain at least three signatures from persons other than Members of the Legislative Assembly who are residents of the province of Saskatchewan and, where the signatories have a fixed place of residence, their addresses; and
- (i) not contain partisan graphics.

Responsibility  
for content

**16(5)** Members who present or file a petition shall be answerable that they do not contain impertinent or improper matter.

Endorsement of  
petitions

**16(6)** Every Member presenting a petition shall endorse his or her name thereon.

Reading and  
receiving

**16(7)** The Clerk shall examine the form and content of all petitions. On the sitting day following the presentation or filing of a petition, the Clerk shall report on the same if it is irregular or contains a matter in breach of the privileges of the Assembly. If no such report be made, the petition shall then be deemed to be permitted to be read and received.

Recording of  
petitions

**16(8)** Petitions that are read and received shall be recorded in the *Votes and Proceedings* as a sessional paper.

No petitions on  
Completion Day

**16(9)** Petitions shall not be presented or filed on Completion Day of the parliamentary calendar.

Government  
may respond to  
petition

**17(1)** The government may provide a written response to any petition that has been read and received. A response to a petition may be made on any sitting day during the session that the petition is read and received.

Response to be tabled and recorded in *Votes and Proceedings* **17(2)** Responses to petitions shall be laid on the Table at the designated time after Routine Proceedings. The response shall be recorded as part of the sessional record in the *Votes and Proceedings*.

### STATEMENTS BY MEMBERS

Length of Statements by Members period **18(1)** The time allotted for Statements by Members shall be limited to 10 minutes.

Time limit on Members' statements **18(2)** A Member may be recognized to make a statement for not more than 90 seconds.

Subject matter of Members' statements **18(3)** Members may make statements about any subject of interest or concern.

Members' statements not debatable **18(4)** Statements are not debatable and are not responded to by any other Member.

Remarks by Ministers restricted **18(5)** A Minister of the Crown may not use the time allotted for Statements by Members to remark on matters relating to the Minister's area of ministerial responsibility.

Order of recognition **18(6)** The Speaker shall determine which Members are recognized.

### MINISTERIAL STATEMENTS

Statements by Ministers **19(1)** A Minister of the Crown may be recognized to make a statement for not more than five minutes.

Subject matter of statements **19(2)** A Ministerial statement shall be restricted to a new policy, program or government direction to matters within its administrative competence.

Restriction **19(3)** Ministerial Statements shall not comment on matters previously announced in the Assembly and must be made at the earliest opportunity.

Responses **19(4)** One representative from each recognized caucus shall be permitted a response of an equivalent period of time used to make the Ministerial Statement.

### QUESTION PERIOD

Question Period **20(1)** Question Period shall begin immediately after the conclusion of the period Statements by Members and shall be limited to 25 minutes.

Scope of questions **20(2)** Questions relating to any matter within the administrative competence of the government or on matters related to individual ministerial responsibility may be asked of a Minister of the Crown. Questions on issues not officially connected with the government, of a private nature, related to Board of Internal Economy, caucus, party or political responsibilities are prohibited.

Scope of responses **20(3)** Responses shall be relevant to the question, but a Minister of the Crown may decline to answer or may take notice of a question. A Minister of the Crown shall advise the Assembly when the decision is to decline to answer. Questions taken as notice may be answered at a subsequent Question Period.

No points of order during Question Period	<b>20(4)</b> The rules of debate shall apply to Question Period except that the Speaker shall not entertain points of order during Question Period. Points of order may be raised later on Orders of the Day.
Responses by Government House Leader	<b>20(5)</b> When the Government House Leader is a Member of Executive Council, but not a Minister of the Crown, the Government House Leader may be permitted to answer questions pursuant to Rule 20(2).

## WRITTEN QUESTIONS

Questions	<b>21(1)</b> Written questions seeking detailed information from the government or a Minister of the Crown may be placed on the Order Paper.
Notice requirements for written questions	<b>21(2)</b> Notice of five sitting days shall be given for placing a written question on the Order Paper. Such notice shall be laid on the Table and printed in the <i>Votes and Proceedings</i> .
Unprovided cases	<b>21(3)</b> The rules that govern the nature of questions allowed to be asked during Question Period shall apply to written questions.
Scope of written questions	<b>21(4)</b> A written question may seek information on the same subject for multiple years and from more than one government ministry, agency or Crown corporation. A written question may not ask for the return of a document.
Reference to committees prohibited	<b>21(5)</b> A response may not redirect the question to any committee.
Procedure when written question is called	<b>21(6)</b> On the sitting day when a written question is required to be answered, the government shall either table the response with the Clerk or convert the question as follows: <ul style="list-style-type: none"> <li>(a) to an Order for Return if, in the opinion of the government, the response requires more time to prepare or if the answer should be in the form of a return; or</li> <li>(b) to a Notice of Motion for Return (Debatable) if it is the intention of the government to amend the wording of the question or to debate the matter.</li> </ul>
Publication of responses	<b>21(7)</b> When a response to a written question is tabled, the Clerk shall cause the answer to be published in the <i>Votes and Proceedings</i> and shall provide a copy of the response to the Member who asked the question. The Clerk is authorized to convert the response into a return if the answer is too lengthy for publication.
Question made Order for Return	<b>21(8)</b> When a written question is converted by the government to an Order for Return, it shall be deemed an Order of the Assembly and entered to that effect in the <i>Votes and Proceedings</i> .
Procedure on conversion of written questions	<b>21(9)</b> When a written question is converted by the government to a Notice of Motion for Return (Debatable), the Clerk shall cause the question to be put in the form of a motion and to be transferred to the proper place on the Order Paper under the name of the Member who submitted the question. The conversion shall be entered in the <i>Votes and Proceedings</i> .

## RETURNS

Returns	<b>22(1)</b> A Motion for a Return seeking a document or detailed information of a lengthy nature from the government generally or, more specifically, from a Minister of the Crown, may be placed on the Order Paper.
Notice requirements for returns	<b>22(2)</b> Notice of two sitting days shall be given for placing a Motion for Return on the Order Paper. Such notice shall be laid on the Table and printed in the <i>Votes and Proceedings</i> .

Procedure when motion for return is called **22(3)** On the sitting day when a Motion for Return is required to be called, the government shall have an option to:

- (a) agree to table the return, and in so doing the motion shall be deemed an Order of the Assembly and the same shall be entered in the *Votes and Proceedings*; or
- (b) transfer the notice to the proper place on the Order Paper under the category Notice of Motions for Returns (Debatable) so that the motion may be debated.

Tabling of return **22(4)** An Order of the Assembly for a return must be brought down within 180 calendar days. A return brought down shall be tabled or, if the session has adjourned or prorogued, the return shall be filed with the Clerk of the Assembly. Once tabled or filed, a return becomes a sessional paper and shall be recorded in the *Votes and Proceedings* at the earliest opportunity.

### TABLING OF DOCUMENTS

Documents tabled **23(1)** Any return, report or other paper to be laid before the Assembly in accordance with any Act of the Legislature or in pursuance of any Order or Rule of the Assembly may be deposited at the Table with the Clerk on any sitting day. The return, report or other paper must be accompanied by a letter from the Member tabling the return, report or other paper that cites the authority pursuant to which the return, report or other paper is being tabled.

Tabling documents outside of Assembly sitting periods **23(2)** On a day that is outside the period of sittings as defined by the Rules, any return, report or other paper to be laid before the Legislature or pursuant to any Order or Rule of the Assembly may be filed with the Clerk of the Assembly and must be accompanied by a letter addressed to the Clerk that requests that the return, report or other paper be tabled. The letter must also cite the authority pursuant to which the return, report or other paper is being tabled and the date on which the return, report or other paper is to be tabled. The return, report or other paper shall be deemed for all purposes to have been presented to or laid before the Assembly.

Tabled documents recorded **23(3)** A record of any such return, report or other paper so deposited shall be entered in the *Votes and Proceedings* of the same day.

Prorogation does not nullify **23(4)** A prorogation of the Assembly shall not have the effect of nullifying an Order or address of the Assembly for papers, but all papers ordered at one session of the Assembly, if not complied with during the session, shall be brought down during the following session, without renewal of the Order.

### PRIVATE MEMBERS' DAY DEBATES

Priority of business for Private Members' Business **24(1)** The House Leaders of each recognized caucus may designate and rank in order of priority two items of business to be given precedence over any other items of business standing under Private Members' Motions or Private Members' Public Bills and Orders.

Items that may be considered for priority **24(2)** The notice of items to receive priority may include any notice of Private Members' Motions.

Priority requirement for public bills **24(3)** Private Members Public Bills are required to be on the Order Paper at the time of notice in order to be designated for priority consideration.

Rotation of priority items **24(4)** Any business designated and ranked for priority consideration under this Rule shall be taken up in rotation, with the first choice of business to alternate each week between government and opposition. If no items from one or both sides of the Assembly are designated for priority consideration, the rotation between government and opposition shall take place using the order in which items would otherwise regularly stand on the Order Paper.



Notice requirements	<b>24(5)</b> Notice of priority items of business designated under this Rule is to be provided in writing and tabled no later than 2:30 p.m. each Tuesday. When the Assembly does not sit on a Tuesday, the terms of this Rule shall be applied on the preceding sitting day.
Special Orders have priority	<b>24(6)</b> No priority item of business shall take precedence over any Special Order on the Order Paper.
Ranking of competing priority items	<b>24(7)</b> When there are more than two items of priority designated from one side of the Assembly, the Speaker shall determine the ranking of items of business.
Independent Members' priority items	<b>24(8)</b> An independent Member may request that the Speaker designate an item of business in that Member's name for priority consideration. The request shall be made in accordance with the notice provisions of this Rule.
Order Paper notation	<b>24(9)</b> Items designated and ranked for priority consideration under this Rule shall be indicated on the Order Paper.
Rotation when business pre-empted	<b>24(10)</b> When Private Members' Business is pre-empted the rotation shall not take place.
Seventy-five Minute Debate	<b>25(1)</b> A motion for a Seventy-five Minute Debate may be moved every Thursday after Private Bills, with the topic of debate to be chosen alternately between the government and opposition each week.
Application of the normal rules of anticipation and the same question	<b>25(2)</b> A motion for a Seventy-five Minute Debate shall not be subject to the normal rules of anticipation. The same question rule shall not be rigidly enforced to permit the topic of a Seventy-five Minute Debate to be similar to a topic that had been debated previously in the same Session, or a motion with a similar topic that is standing on the Order Paper.
Length of debate	<b>25(3)</b> The Seventy-five Minute Debate shall comprise of two periods as follows: <ul style="list-style-type: none"> <li>(a) a period of 65 minutes for debate, with the mover of the motion having a maximum of 15 minutes to speak and each subsequent Member having no more than 10 minutes in which to speak on the motion;</li> <li>(b) followed by a 10-minute period to allow Members to ask questions and comment briefly on matters relevant to the contents of the speeches and allow Members who spoke in the debate to respond to questions raised.</li> </ul>
Notice	<b>25(4)</b> Notice for the Seventy-five Minute Debate shall be tabled no later than 2:30 p.m. on the preceding Tuesday. When the Assembly does not sit on a Tuesday, the terms of this Rule shall be applied on the preceding sitting day. Notwithstanding anything else herein contained, notice of the debate may be waived with unanimous consent.
Adjournment	<b>25(5)</b> All of the foregoing proceedings shall not be adjourned and, unless sooner concluded, shall end at the expiration of the 75 minutes. The Speaker shall put the question on the motion for the Seventy-five Minute Debate if the allotted time for either period is not fully expended.
Private Members' Motions	<b>26(1)</b> Motions may be moved every Thursday under Private Members' Motions, with the first topic of debate to be chosen alternately between government and opposition each week. Consideration of Private Members' Motions is subject to the order of precedence established under the provisions of Rule 24.
Notice of Private Members' Motions	<b>26(2)</b> Notices for Private Members' Motions shall be tabled no later than 2:30 p.m. on the Tuesday preceding the Thursday on which the motion is to be debated. Where more than one notice is tabled, government and opposition notices will be listed alternately on the Order Paper. When the Assembly does not sit on a Tuesday, the terms of this Rule shall be applied of the preceding sitting day.

Order of notices on Order Paper	<b>26(3)</b> The Speaker shall determine the order of notices to be listed on the Order Paper in the event that there are competing motions from one side of the House.
Notices not taken up	<b>26(4)</b> All notices not taken up on the following Thursday shall be withdrawn from the Order Paper, and adjourned items shall remain on the Order Paper until disposition.
Disposal of Private Members' Public Bills and Orders	<b>27(1)</b> Items of business on the Order Paper under each category of Private Members' Public Bills and Orders may not be adjourned more than three times, at which time Rule 27(3) applies.
Order Paper to indicate number of adjournments	<b>27(2)</b> The Order Paper shall indicate the number of times each order under Private Members' Public Bills and Orders has been adjourned.
Order Paper to indicate when item to be voted	<b>27(3)</b> After any order under Private Members' Public Bills and Orders has been adjourned a third time, a notation "To be voted" shall be applied to that item on the Order Paper.
Speaker to put the question	<b>27(4)</b> When an order to be voted is called, it shall not be further adjourned, and the Speaker shall put every question necessary to dispose of the motion at the conclusion of the debate or, if not disposed of sooner, immediately prior to the ordinary time of daily adjournment.

#### **PRIORITY OF DEBATE**

Priority of debate motion	<b>28(1)</b> For the purpose of discussing a definite matter of urgent public importance, at the conclusion of Routine Proceedings and before Orders of the Day, any Member may, if authorized under the provisions of this Rule, move a Priority of Debate motion.
Two hour written notice required	<b>28(2)</b> A written request to seek authorization for a Priority of Debate motion pursuant to this Rule must be submitted to the Speaker at least two hours prior to the sitting of the Assembly. Such notice is to contain a statement explaining why the matter is of urgent public importance, as well as the text of the proposed Priority of Debate motion. The Priority of Debate motion must be strictly relevant to the matter of urgent public importance.
Notices recognized in order received	<b>28(3)</b> Notices for Priority of Debate shall be recognized in the order in which they were received by the Speaker.
Notification by Speaker	<b>28(4)</b> Immediately upon receipt of such notice, the Speaker shall immediately advise the Premier, the Leader of the Opposition and the Leader of the Third Party of the subject matter of the notice.
Speaker's determination of matter	<b>28(5)</b> The Speaker shall decide, without any debate, whether or not the matter is proper to be discussed. In determining whether a matter should have urgent consideration, the Speaker shall have regard to the extent to which it concerns the administrative responsibilities of the government or could come within the scope of ministerial action. The Speaker also shall have regard to the probability of the matter being brought before the Assembly within reasonable time by other means.
Restrictions on motion	<b>28(6)</b> The right to move a Priority of Debate motion is subject to the following restrictions: <ul style="list-style-type: none"> <li>(a) the matter proposed for discussion must be of urgent public importance calling for immediate consideration;</li> <li>(b) not more than one such motion can be debated at the same sitting;</li> <li>(c) not more than one matter can be discussed on the same motion;</li> <li>(d) the motion must not revive discussion on a matter which has been debated in the same session;</li> <li>(e) the motion must not raise a question of privilege;</li> <li>(f) the discussion upon the motion must not raise any question which, according to the Rules of the Legislative Assembly, can only be debated on a distinct motion under notice.</li> </ul>

Rule 50 suspended	<b>28(7)</b> If the Speaker is satisfied the matter for Priority of Debate is proper to be discussed, the provisions of Rule 50 shall be suspended, and a motion without notice strictly relevant to the subject aforesaid shall be in order.
Time limit on speeches	<b>28(8)</b> Debate on a Priority of Debate motion shall be subject to the following time limits for speeches: <ul style="list-style-type: none"> <li>(a) the mover of the motion shall speak for not more than one hour, and is permitted 15 minutes to close debate;</li> <li>(b) no other member shall speak for more than 45 minutes.</li> </ul>
Ending of debate	<b>28(9)</b> No Priority of Debate motion shall be adjourned. Unless sooner concluded, debate shall end at ten minutes before the ordinary time of daily adjournment when the Speaker shall interrupt the proceedings and put every question necessary to dispose of the main motion.

### **SPECIAL ORDERS – PRECEDENCE**

Precedence of Special Orders	<b>29</b> A Special Order of the Assembly shall have precedence over the other business on the Order Paper, until disposed of, as provided by: <ul style="list-style-type: none"> <li>(a) the Rules for the order of business of the Assembly; or</li> <li>(b) an Order of the Assembly for the scheduling of business.</li> </ul>
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### **ADDRESS IN REPLY TO THE SPEECH FROM THE THRONE**

Throne Speech debate	<b>30(1)</b> The order for consideration of the Speech from the Throne, and for resumption of the debate on the Address in Reply, shall be considered a Special Order until disposed of, unless otherwise ordered by the Assembly.
Debate on Address in Reply limited	<b>30(2)</b> The proceedings on Orders of the Day for resuming debate on the motion for an Address in Reply to the Speech from the Throne, and on any amendments proposed to this motion, shall not exceed six sitting days.
Disposal of subamendment	<b>30(3)</b> On the fourth of the said days, if a subamendment is under consideration at 30 minutes before the ordinary time of daily adjournment, the Speaker shall interrupt the proceedings and put the question on that subamendment.
No further subamendments	<b>30(4)</b> The motion for an Address in Reply shall not be subject to subamendment on or after the fourth day of the said debate.
Disposal of amendment	<b>30(5)</b> On the fifth day of the said debate, if any amendment is under consideration at 30 minutes before the ordinary time of daily adjournment, the Speaker shall immediately put the question on any amendment before the Assembly.
No further amendments	<b>30(6)</b> The motion for an Address in Reply shall not be subject to amendment on or after the fifth day of the said debate.
Disposal of main motion	<b>30(7)</b> On the sixth of the said days, at 30 minutes before the ordinary time of daily adjournment, unless the said debate is already concluded, the Speaker shall interrupt the proceedings and put the question to dispose of the main motion.
Engrossment of Address in Reply	<b>30(8)</b> Immediately after the adoption of the Address in Reply to the Speech from the Throne, the said address shall be engrossed and presented to the Lieutenant Governor by the Speaker.

### **ESTIMATES AND BUDGET DEBATE**

Presentation of Message from Lieutenant Governor	<b>31(1)</b> When the Estimates, Supplementary Estimates, or Further Estimates are brought before the Assembly, the Message from the Lieutenant Governor shall be presented by a Minister of the Crown and read by the Speaker in the Assembly.
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Tabling of estimates has priority on Orders of the Day	<b>31(2)</b> The presentation of the Message from the Lieutenant Governor and the tabling of Estimates, Supplementary Estimates, or Further Estimates shall take place on Orders of the Day and shall be considered as a matter of priority.
Budget Motion to be moved after tabling of estimates	<b>31(3)</b> The Budget Motion shall be moved by a Minister of the Crown upon the tabling of the Message and estimates. The Budget Motion shall use the form “That the Assembly approves in general the budgetary policy of the government.”
Budget debate is a Special Order	<b>31(4)</b> The order for resumption of the debate on the Budget Motion, shall be considered a Special Order until disposed of, unless otherwise ordered by the Assembly.
Budget debate limited	<b>31(5)</b> The proceedings on Orders of the Day for resuming debate on the Budget Motion and on any amendments proposed to this motion shall not exceed five days.
Amendment on Budget Motion	<b>31(6)</b> Only one amendment and one subamendment may be made to the Budget Motion.
Closing debate	<b>31(7)</b> A reply shall be allowed to the mover of the Budget Motion to close the debate on the Budget Motion and any amendment. The mover of the Budget Motion shall in no case have more than 20 minutes in which to close the debate.
Question put	<b>31(8)</b> On the fifth day of the said debate, at 30 minutes before the ordinary time of daily adjournment, unless the debate be previously concluded, the Speaker shall interrupt the proceedings and, after allowing the mover of the Budget Motion to close the debate on the Budget Motion and any amendment, shall put every question necessary to dispose of the main motion.
Referral of estimates to committees	<b>31(9)</b> Upon the adoption of the Budget Motion, each of the estimates shall be deemed referred to a committee of the Assembly.
Allocation of estimates to committees	<b>31(10)</b> The allocation of estimates to the committees shall be that specified by the Rules or otherwise ordered by the Assembly.

### **APPROPRIATION BILL**

Procedure for Appropriation Bill	<p><b>32(1)</b> The proceedings on an Appropriation Bill shall differ from the normal Rules for Public Bills in the following manner:</p> <ul style="list-style-type: none"> <li>(a) consideration of financial resolutions in Committee of Finance for an appropriation are necessary preliminaries to the consideration of any Appropriation Bill;</li> <li>(b) financial resolutions reported from the Committee of Finance for an appropriation shall be read a first and second time;</li> <li>(c) First and Second reading of the resolutions shall be combined into one reading and decided without debate;</li> <li>(d) Introduction and First reading of an Appropriation Bill shall be moved without notice upon the adoption of First and Second reading of the resolutions;</li> <li>(e) Second and Third reading of an Appropriation Bill shall be combined into one reading.</li> </ul>
Combined second and third reading of Appropriation Bill	<b>32(2)</b> The motion for second and third reading of an Appropriation Bill shall be considered a Special Order until disposed of, unless otherwise ordered by the Assembly.
Resuming debate on Appropriation Bill	<b>32(3)</b> The proceedings on Orders of the Day for resuming debate on the motion “That the Appropriation Bill be now read the second and third time,” and on any amendments proposed, shall not exceed one day.

Exemption on day prior to Completion Day	<b>32(4)</b> Rule 32(3) does not apply when an Appropriation Bill is introduced on the day prior to the Completion Day.
Putting question on Appropriation Bill	<b>32(5)</b> On the said day, at 30 minutes before the normal recess or adjournment, unless the debate be previously concluded, the Speaker shall interrupt the proceedings and, after allowing the mover of the motion to exercise his or her right to close the debate, shall put every question necessary to dispose of the main motion.
Closing debate on Appropriation Bill	<b>32(6)</b> The mover of the motion for second and third reading of the Appropriation Bill shall not have more than 20 minutes in which to close that debate.

### PASSAGE OF REMAINING BILLS

Passage of remaining business a matter of priority	<b>33(1)</b> On the day prior to the Completion Day, any remaining business required by the Rules to be voted shall be disposed of on Orders of the Day. Business required to be voted shall be considered as a matter of priority.
Time of daily adjournment suspended	<b>33(2)</b> Rule 6(1) shall not be observed for the purposes of this Rule, and the Assembly shall not adjourn before the proceedings on the remaining business have been concluded.
Passage of remaining business subject to conditions	<b>33(3)</b> The disposal of any remaining business shall be subject to conditions established by the Rules.
Precedence for disposal of remaining business	<b>33(4)</b> Proceedings on Orders of the Day to dispose of any remaining business shall be as follows: <ul style="list-style-type: none"> <li>(a) disposal of remaining budgetary Estimates, Supplementary Estimates and any Further Estimates;</li> <li>(b) final Appropriation Bill;</li> <li>(c) specified bills.</li> </ul>

### REMAINING SPECIFIED BILLS

Specific government bills to be concluded	<b>34(1)</b> Unless otherwise ordered by the Legislative Assembly or its Rules, specific bills introduced by a Minister of the Crown shall be concluded by the sitting prior to the Completion Day, as follows: <ul style="list-style-type: none"> <li>(a) government bills introduced during the fall period.</li> <li>(b) government bills introduced before December 21<sup>st</sup> in the first session of a new Legislature.</li> <li>(c) government bills which are subsidiary to the passage of the budgetary Estimates, provided that: <ul style="list-style-type: none"> <li>(i) budget-related bills are identified by title in the government's financial plan;</li> <li>(ii) the purpose of each budget-related bill is explained in the government's financial plan, and;</li> <li>(iii) if a budget-related bill is required for a budgetary expenditure, that bill is explicitly linked to a Subvote or Allocation of a Vote in the Saskatchewan Estimates.</li> </ul> </li> <li>(d) the final Appropriation Bill.</li> </ul>
Bills to be concluded shall be specified on Order Paper	<b>34(2)</b> Any government bill required by the Rules to be concluded prior to the Completion Day shall be specified as such on the Order Paper.
Removal of specified bill classification	<b>34(3)</b> The specified bill classification may be removed from a bill by the Government House Leader by standing in his or her place during Government Orders and making the announcement.

Procedures to complete consideration of specified bills	<b>35(1)</b> Specified bills not concluded by the day prior to the Completion Day shall be subject to the procedures outlined by this Rule.
Remaining specified bills in standing committees	<p><b>35(2)</b> In any case where a specified bill has not been reported by a standing committee before 9:00 a.m. on the day prior to the Completion Day, the committee shall convene to conclude examination of the bill as follows:</p> <ul style="list-style-type: none"> <li>(a) The Chair will put the question on any amendments, new clauses or new schedules that had been previously proposed before putting a combined question, if required, in order to conclude the examination of the bill.</li> <li>(b) No other amendments, new clauses or new schedules shall be proposed.</li> <li>(c) The committee shall report each bill to the Assembly on Routine Proceedings later that day.</li> <li>(d) Rule 131(1) shall not be observed for the purpose of concluding consideration of any remaining specified bills in standing committees.</li> </ul>
Disposal procedures not applicable to certain specified bills	<b>35(3)</b> Rule 35(2) applies only to bills referred to standing committees after second reading.
Report of remaining specified bills from standing committees	<b>35(4)</b> Rule 89(a) shall not apply in the case of any specified bill reported by a standing committee on the sitting day prior to Completion Day such that the said bill shall not be committed to a Committee of the Whole on Bills.
Remaining specified bills before the Assembly	<b>35(5)</b> On Orders of the Day on the day prior to the Completion Day, the Speaker shall direct the Clerk to call each relevant order in turn and in each case shall put all questions necessary to dispose of the main motion.
No referral to standing committees	<b>35(6)</b> Rule 85 shall not apply in the case of any specified bill read a second time on the day prior to the Completion Day. Immediately after a specified bill has been read a second time, it shall be committed to a Committee of the Whole Assembly.
Remaining specified bills in a Committee of the Whole on Bills	<b>35(7)</b> For each specified bill before a Committee of the Whole Assembly, the Chair shall put the question on any amendments, new clauses or new schedules that had been previously proposed before putting a combined question, if required, in order to conclude the examination of the bill and to adopt a report to be presented to the Assembly. No other amendments, new clauses or new schedules shall be proposed.
Remaining specified bills may advance two or more stages	<b>35(8)</b> Rule 75(1) does not apply to the third reading motion for any specified bill reported by a committee on the day prior to the Completion Day.
Conditions of disposal of remaining specified bills	<p><b>36</b> The Rules for disposal of specified bills remaining on the day prior to the Completion Day shall be applied provided the following conditions have been met:</p> <ul style="list-style-type: none"> <li>(a) Each specified bill introduced during the fall period of sittings or before December 21st during the first session of a new Legislature is subject to no less than 20 hours of debate.</li> <li>(b) Each specified bill subsidiary to the passage of the budgetary Estimates is subject to no less than five hours of debate.</li> </ul>

## REMAINING BUDGETARY ESTIMATES

- Remaining estimates to be concluded
- 37(1)** Unless otherwise ordered by the Legislative Assembly or its Rules, the Committee of Finance and each standing committee shall conclude and report any Estimates, Supplementary Estimates and Further Estimates referred to it no later than the day prior to the Completion Day. Estimates not concluded shall be subject to the procedures outlined by this Rule.
- Remaining estimates in standing committees
- 37(2)** In any case where a vote has not been reported by a standing committee before 9:00 a.m. on the day prior to the Completion Day, the committee shall convene to conclude examination of the estimates as follows:
- (a) The Chair shall put the question on any amendment that had been previously proposed before putting a combined question, if required, on each vote.
  - (b) No other amendments shall be proposed.
  - (c) The committee shall conclude each vote in succession and adopt a report to be presented to the Assembly on Routine Proceedings later that day.
  - (d) The Rule for quorum in standing committees shall not be observed for the purpose of concluding consideration of any remaining estimates in standing committees.
- Remaining estimates in Committee of Finance
- 37(3)** On Orders of the Day on the day prior to the Completion Day, the Assembly shall resolve into Committee of Finance where the Chair shall call each relevant order in turn so that proceedings on all Estimates, Supplementary Estimates and Further Estimates are concluded.
- Procedure for disposing of votes
- 37(4)** For each vote before the Committee of Finance on the day prior to the Completion Day, the Chair shall put the question on any amendment that had been previously proposed before putting a combined question, if required, in order to conclude the examination of the vote and to adopt a report to be presented to the Assembly. No other amendments shall be proposed.
- Conditions of disposal of remaining estimates
- 38** The Rules for disposal of remaining estimates on the day prior to the Completion Day shall be applied provided the following conditions have been met:
- (a) The estimates of each government ministry are subject to no less than two hours of debate; and
  - (b) The cumulative total time for debate on the Estimates and Further Estimates is no less than 75 hours.

## SPEAKER

- Speaker's participation in debate
- 39** The Speaker shall not take part in any debate before the Assembly.
- Speaker's casting vote
- 40** In case of an equality of votes, the Speaker shall give a casting vote, and any reasons stated by him or her shall be entered in the *Votes and Proceedings*.
- Election of Speaker first order of business of new Legislature
- 41(1)** The Assembly, on its first assembling after a general election and subsequently at any other time as determined pursuant to Rule 41(2), shall make the election of a Speaker the first order of business, which shall not be interrupted by any other proceeding.
- Election of Speaker in case of vacancy
- 41(2)** In the case of a vacancy in the Office of the Speaker, as a result of death, resignation or otherwise of the incumbent of that Office, the Assembly shall proceed to elect one of its Members to be Speaker.
- Ineligible candidates for Speaker
- 41(3)** No Minister of the Crown or any opposition leader shall be eligible for election to the Office of Speaker.

Election of Speaker takes precedence until completed	<b>41(4)</b> The election of a Speaker shall take precedence over all other business and no motion of any kind shall be accepted, and the Assembly shall continue to sit, if necessary, beyond its ordinary hour of daily adjournment, until a Speaker is elected and is installed in the chair. If the Assembly has continued to sit beyond its ordinary hour of daily adjournment, the Speaker shall thereupon adjourn the Assembly until the next sitting.
Clerk to administer election of Speaker	<b>42(1)</b> For the purpose of electing a Speaker, the Clerk of the Assembly or, in the absence of the Clerk of the Assembly, another Clerk-at-the-Table shall administer the election process and shall preside during the election of a Speaker.
No questions of privilege or order during election	<b>42(2)</b> During the election of a Speaker, the Clerk of the Assembly shall not be permitted to entertain any question of privilege or point of order.
No debate during election	<b>42(3)</b> During the election of a Speaker, there shall be no debate.
Election of Speaker by secret ballot	<b>43(1)</b> The election of a Speaker shall be conducted by secret ballot as follows:
Procedure for candidates to inform Clerk at the start of a Legislature	(a) Before the commencement of a Legislature, any Member who wishes to stand for election to the Office of Speaker shall, not later than 5:00 p.m. on the fifth day preceding the day on which the election of a Speaker is expected to take place, in writing so inform the Clerk of the Assembly who shall prepare an alphabetical list of such Members' names who wish to stand as candidates for election to the Office of Speaker.
Procedure for candidates to inform Clerk at any other time	(b) At any other time, any Member who wishes to stand for election to the Office of Speaker shall, not later than 5:00 p.m. on the day preceding the day on which the election of a Speaker is expected, in writing, so inform the Clerk of the Assembly who shall prepare an alphabetical list of such Members' names who wish to stand as candidates for election to the Office of Speaker.
Clerk to distribute list of candidates	<b>43(2)</b> Before the taking of the first ballot, the Clerk of the Assembly shall post in the lobbies the list of candidates and shall distribute that list to Members present in the Chamber.
Clerk to declare sole candidate as Speaker	<b>43(3)</b> If only one Member stands for election to the Office of Speaker, or at any stage a withdrawal pursuant to Rule 43(13) leaves only one candidate remaining, the Clerk of the Assembly shall announce in the Chamber that candidate's name and without any vote declare that Member to be elected Speaker.
Ballot papers to be provided by Clerk	<b>43(4)</b> If there are two or more candidates for election to the Office of Speaker, ballot papers shall be provided to Members present in the Chamber by the Clerk-at-the-Table prior to the taking of the ballot.
Marking the ballot paper	<b>43(5)</b> Members wishing to indicate their choice for the Office of Speaker shall print on the ballot paper the first and last name of a candidate whose name appears on the list distributed pursuant to this Rule.
Deposits of ballot papers	<b>43(6)</b> Members shall deposit their completed ballot papers in a box provided for that purpose on the Table.
Counting of ballot papers	<b>43(7)</b> Once all Members wishing to do so have deposited their ballot papers, the votes shall be counted by the Clerks-at-the-Table. The Clerk of the Assembly, being satisfied as to the accuracy of the count, shall destroy the ballots together with all records of the number of ballots cast for each candidate, and all those persons present will in no way divulge the number of ballots cast for any candidate.



Clerk to declare candidate with majority as Speaker	<b>43(8)</b> If one candidate receives a majority of the votes cast, the Clerk of the Assembly shall announce the name of that Member as the Speaker.
Subsequent ballots to exclude lowest candidate	<b>43(9)</b> If no candidate receives a majority of the votes cast, the name of the candidate having the smallest number of total votes cast shall be excluded from subsequent ballots.
Equality of votes	<b>43(10)</b> If every candidate receives the same number of votes, no names shall be excluded from the next ballot.
List of candidates for subsequent ballots	<b>43(11)</b> For each subsequent ballot, the Clerk of the Assembly shall prepare a list of candidates, post that list in the lobbies, and distribute it to Members present in the Chamber.
Subsequent ballots	<b>43(12)</b> Subsequent ballots shall be conducted in the manner prescribed in Rules 43(4) through (10). The balloting shall continue, in like manner, until such time as a candidate is elected Speaker upon having received a majority of the votes cast.
Withdrawal of candidates from election	<b>43(13)</b> At any time after the result of the first ballot has been declared, but before the commencement of a second or subsequent ballot, a candidate may withdraw from the election, which shall then proceed as if such Member had not been nominated.
Election of Deputy Speaker	<b>44</b> On the first sitting day after the Speech from the Throne at the commencement of each Legislature, or from time to time as may be required, a Member shall be elected by the Assembly to be Deputy Speaker.
Deputy Speaker to act in absence of Speaker	<b>45(1)</b> During the absence of the Speaker, the Deputy Speaker shall act as Speaker. During the absence of the Deputy Speaker, the Speaker may call on any Member, other than a Minister of the Crown or any opposition leader, to act as Speaker.
Deputy Speaker to serve as Chair of Committees of the Whole Assembly	<b>45(2)</b> The Deputy Speaker shall serve as permanent Chair of Committees of the Whole Assembly pursuant to Rule 114(1).
Ineligible candidates for Deputy Speaker	<b>45(3)</b> No Minister of the Crown or any opposition leader shall be eligible to be elected Deputy Speaker.
Election to take place on Orders of the Day	<b>46(1)</b> The election of Deputy Speaker shall be the first order of business on Orders of the Day.
Election of Deputy Speaker takes precedence over other business	<b>46(2)</b> When the election of Deputy Speaker is to take place, no other business and no motion of any kind shall be accepted. If necessary, the Assembly shall continue to sit beyond its ordinary hour of daily adjournment, until a Deputy Speaker is elected. If the Assembly has continued to sit beyond its ordinary hour of daily adjournment, the Speaker shall adjourn the Assembly until the next sitting.
Certain Rules respecting election of Speaker to apply	<b>46(3)</b> For the purpose of electing a Deputy Speaker, except as specified in this Rule, the Rules for the election of Speaker will apply in the manner prescribed in Rules 42 through 43.

Unsuccessful candidates for election of Speaker may be candidates for election of Deputy Speaker

**46(4)** When the election of Deputy Speaker is to take place at the first sitting day after the commencement of a Legislature, any candidate who had not been elected to the Office of Speaker may stand for election as Deputy Speaker, by informing the Clerk of the Assembly in writing not later than 5:00 p.m. on the day preceding the day on which the election of Deputy Speaker is expected to take place.

## ORDER AND DECORUM

Speaker to preserve order and decorum

**47(1)** The Speaker shall preserve order and decorum and shall decide questions of order. In explaining a point of order or practice, the Speaker shall state the Rule or authority applicable to the case.

Rules for decorum in the Assembly

**47(2)** Members shall maintain the decorum of the Assembly by observing the following Rules:

- (a) Members shall be dressed in appropriate business attire or ethnic dress.
- (b) Food is not permitted in the Chamber.
- (c) Non-alcoholic beverages are permitted in the Chamber in discreet containers approved by the Speaker.
- (d) Smoking is not permitted in the Chamber.
- (e) The use of mobile and cellular telephones, laptops, tablets and handheld computers, including personal digital assistants, may be used in the Chamber and committee rooms provided they are operated silently and not used as a telephone, recording device, camera or pager.
- (f) Exhibit of non-parliamentary items on Members' desks or in the Chamber is prohibited.
- (g) At no time shall Members pass between the Chair and the Mace or between a Member speaking and the Chair.
- (h) When the Speaker is standing or putting a question, no Member may enter, walk out of or across the Assembly, or make any noise or disturbance.
- (i) When the Speaker is in the Chair, or during a recorded division, each Member must be in the Member's designated desk in order to take part in proceedings.
- (j) Members shall bow to the dais when leaving or returning to the Chamber.
- (k) Members shall refrain from loud private conversations.
- (l) The use of offensive, provocative and threatening language in the Assembly and committees is strictly prohibited.
- (m) Members shall rise at the entrance and departure of Lieutenant Governor, and whenever an address of the Sovereign or Lieutenant Governor is presented to the Assembly by the Speaker.
- (n) When the Assembly adjourns, Members shall keep their seats until the Speaker has left the Chair.
- (o) The multimedia guidelines prescribed by the Rules shall be observed by Members.

## STRANGERS

Definition of stranger

**48(1)** Any person within the precincts of the Chamber who is neither a Member nor officer of the Legislative Assembly shall be regarded as a stranger except as otherwise specified in the Rules or Order of the Assembly. The precinct of the Chamber shall consist of the floor, the public galleries, the Speaker's gallery, and the press gallery.

Strangers on Chamber floor to be introduced

**48(2)** No stranger shall be admitted to the floor of the Chamber unless first introduced. Strangers shall withdraw from the floor of the Chamber during proceedings on a recorded division.

Withdrawal of strangers

**48(3)** If any Member takes notice that strangers are present, the Speaker or the Chair, as the case may be, shall without debate or amendment immediately put the question, "Shall strangers be ordered to withdraw?" Such a motion may be made no more than once in one sitting day.

Speaker may order withdrawal

**48(4)** Notwithstanding this Rule, the Speaker or the Chair may order the withdrawal of strangers.

Former Members and visiting parliamentarians permitted behind the Chamber bar	<b>48(5)</b> Former Members of the Legislative Assembly of Saskatchewan, former Members of the Parliament of Canada, and current Members of other legislative assemblies and parliaments shall be considered special visitors and as such shall not be regarded as strangers. Special visitors are permitted to attend the Chamber behind the bar on either side of the Assembly.
Legislative Pages are not strangers	<b>48(6)</b> The Legislative Pages, upon introduction to the Assembly, shall not be regarded as strangers for the duration of the session unless otherwise ordered.
Guests seated on Chamber floor during special events not strangers	<b>48(7)</b> During special occasions, guests of the Assembly may be permitted to attend the galleries and the floor of the Chamber without introduction and for such purposes shall not be considered as strangers. These occasions are traditionally the Speech from the Throne and Budget Address.
Conduct of strangers	<b>48(8)</b> While the Assembly or any committee is sitting, any stranger, guest or visitor admitted to any part of the Assembly or gallery who causes disorder or does not withdraw, when so ordered by the Speaker or the Chair, shall be taken into custody by the Sergeant-at-Arms. No person so taken into custody shall be released without an Order of the Assembly.
Member's infant not a stranger	<b>48(9)</b> Infants being cared for by a Member shall not be regarded as strangers.

#### RULES OF DEBATE

Member speaking	<b>49</b> Every Member desiring to speak is to rise in his or her place and address the Speaker.
Members rising simultaneously	<b>50</b> When two or more Members rise to speak, the Speaker calls upon the Member who first rose in his or her place; but a motion may be made that any Member who has risen "be now heard," which motion shall be immediately put, without debate.
Inappropriate language and actions while participating in debate	<p><b>51</b> When a motion is under discussion, no Member shall:</p> <ul style="list-style-type: none"> <li>(a) interrupt the Member speaking except to raise a point of order, call attention to the lack of a quorum, call attention to the presence of strangers, or to ask a question;</li> <li>(b) reflect on the absence of another Member;</li> <li>(c) refer to another Member by name, but rather by title, position or constituency name;</li> <li>(d) reflect on the conduct of the Speaker or other presiding officer except by way of a substantive motion with notice;</li> <li>(e) use offensive, provocative or threatening language;</li> <li>(f) make a personal charge or accusation against a Member except by way of a substantive motion with notice;</li> <li>(g) involve the Speaker, any presiding officer, or officer of the Assembly in the debate;</li> <li>(h) speak disrespectfully or involve in the debate the Sovereign, any member of the Royal Family, the Governor General, or the Lieutenant Governor of the Province;</li> <li>(i) censure or impute motives of judges and courts of justice, any Officer of the Assembly, public service employee or Legislative Assembly Service employee;</li> <li>(j) anticipate discussion on a motion set down for future consideration;</li> <li>(k) use offensive words against the Assembly or against any Member thereof;</li> <li>(l) make personal references or attack the person of judges, any Officer of the Assembly, any Legislative Assembly Service employee, or any public service employee;</li> <li>(m) persist in irrelevance or tedious repetition, either of his or her own arguments or of the arguments used by other Members;</li> <li>(n) excessively read extracts from documents, books, publications, and correspondence;</li> <li>(o) quote anything that if stated directly would be contrary to the Rules and practices of the Assembly, except that in reading an extract the use of a Member's proper name may be permitted;</li> <li>(p) use any display, prop, demonstration or exhibit of any kind to illustrate his or her remarks; or</li> <li>(q) involve guests in the galleries in the debate.</li> </ul>

Documents cited by Ministers	<b>52</b> Any document quoted by a Minister of the Crown in debate or in response to a question during proceedings shall be tabled upon request. A Minister of the Crown is not obliged to table a briefing note if referred to during proceedings. If a document is quoted from an electronic device, and the document is required to be tabled, the Minister of the Crown shall table a printed copy.
Remarks to be addressed to the Chair	<b>53</b> All remarks shall be addressed to the Speaker in the Assembly or the Chair in a committee.
No Member to speak twice	<b>54(1)</b> No Member may speak twice to a question except in explanation of a material part of the Member's speech which may have been misquoted or misunderstood, but then the Member is not to introduce any new matter. No debate shall be allowed upon such explanation.
Reply	<b>54(2)</b> A reply is permitted by a Member who has moved a substantive motion but not to the mover of an amendment, the previous question, or an instruction to a committee. A Member closing the debate by reply cannot propose an amendment.
Closing debate	<b>54(3)</b> In all cases the Speaker shall inform the Assembly that the reply of the mover of the original motion closes the debate. The right of any Member entitled to speak shall prevail over the call to close debate.
Exception to general provisions for closing debate	<b>54(4)</b> The reply of the mover of the Budget Motion to close debate shall be in accordance with the Rules for proceedings on the Budget Debate.
Points of order	<b>55</b> A Member addressing the Assembly, if called to order either by the Speaker or on a point raised by another Member, shall sit down while the point of order is being stated, after which he or she may explain. Before giving his or her decision, the Speaker may permit other Members to speak to the point of order, but such interventions must be strictly relevant to the point of order taken.
Reading the question	<b>56</b> When the question under discussion does not appear on the Order Paper or has not been printed and distributed, any Member may require it to be read at any time of the debate, but not so as to interrupt a Member while speaking.

### **DISORDER**

Authority to preserve order and decorum	<b>57(1)</b> The Speaker may revoke access to participate in proceedings for that sitting day of any Member who willfully disregards the Chair's authority to preserve order and decorum. If in a Committee of the Whole Assembly, the Chair shall report the Member to the Speaker in the Assembly.
Naming of Member	<b>57(2)</b> The Speaker may name any Member who persistently disregards the Chair's authority to preserve order and decorum. If in a Committee of the Whole Assembly, the Chair shall report the Member to the Speaker in the Assembly.
Procedure upon Member being named	<b>57(3)</b> When a Member has been named, that Member shall withdraw from the Assembly and shall be suspended from the service of the Assembly for the remainder of the sitting day. A motion may be moved without notice by a House Leader, or Deputy House Leader, to increase the length of the suspension of a named Member, and the motion shall be decided without amendment or debate.
Recess during grave disorder	<b>58</b> In the case of grave disorder, the Speaker may recess the Assembly, without question put, for a time to be determined by the Speaker.

## MOTIONS AND AMENDMENTS

Requirements for motions	<p><b>59</b> The following Rules apply to motions:</p> <ul style="list-style-type: none"><li>(a) All motions shall be in writing before being proposed by the Speaker.</li><li>(b) Every motion shall be drafted in the form of a proposition such that, if adopted, becomes either a resolution or Order of the Assembly.</li><li>(c) Preambles to motions are inadmissible except in the case of a formal motion or a motion of constitutional importance.</li><li>(d) No motion or amendment requires a seconder, except:<ul style="list-style-type: none"><li>(i) the motion for an Address in Reply to the Speech from the Throne and any amendment to this motion; or</li><li>(ii) the Budget Motion and any amendment to this motion.</li></ul></li><li>(e) A motion may not be moved if it is substantially the same question as one that has been decided in the same session.</li></ul>
Notices required for motions	<p><b>60(1)</b> Two sitting days' notice shall be given of a motion for first reading of a bill, a motion for a resolution, order or address, or for the appointment of any committee; but this shall not apply to public bills, after introduction, or to private bills, or to notice provisions otherwise specified by the Rules.</p>
Motions must be in writing	<p><b>60(2)</b> Notice shall be in writing and laid on the Table under the signature of the Member who proposes to move the motion. Notices shall be printed in the <i>Votes and Proceedings</i> of that day.</p>
Motion moved by unanimous consent	<p><b>61</b> A motion may, in case of urgent and pressing necessity previously explained by the mover, be made by unanimous consent of the Assembly without notice having been given pursuant to Rule 60(1).</p>
Acceptable motions when a question is under debate	<p><b>62</b> When a question is under debate, no motion shall be received unless to amend it or to supersede it by disposing of the main question or temporarily setting aside the debate.</p>
Amendments to motions	<p><b>63(1)</b> An amendment may be moved to any debatable motion except as otherwise prohibited by the Rules.</p>
Object of an amendment	<p><b>63(2)</b> A motion to amend a question may be proposed to:</p> <ul style="list-style-type: none"><li>(a) omit certain words;</li><li>(b) omit certain words in order to insert or add others; or</li><li>(c) insert or add words.</li></ul>
Omission of all words prohibited	<p><b>63(3)</b> An amendment to omit all words is not in order.</p>
Notice not required for amendments	<p><b>63(4)</b> Notice is not required to move an amendment.</p>
Amendments must be in writing	<p><b>63(5)</b> All amendments shall be in writing before being proposed.</p>
Amendment to be relevant to main motion	<p><b>63(6)</b> An amendment is required to be relevant to the subject matter of the question it proposes to modify.</p>
Concurrent debate on amendments	<p><b>63(7)</b> The debate on any amendment shall be considered to be concurrent such that it includes both the content of the motion and the amendment, as both matters are under consideration as alternative propositions.</p>
Subamendments	<p><b>63(8)</b> No amendment to an amendment may be proposed unless otherwise specified in the Rules.</p>

Superseding motions	<b>64(1)</b> A motion to supersede a question shall be in the form of the previous question or a dilatory motion and may be moved when a question is under debate. A motion to supersede is not permitted in circumstances when a motion is required to be voted by the Rules.
Previous question procedure	<b>64(2)</b> The previous question may be moved when the main question is under debate. Once proposed, debate shall continue on the main question, but all amendments to it shall be precluded. The previous question shall be in the following words: "That this question be now put." If the previous question is resolved in the affirmative, the original question is to be put immediately, without any amendment or debate.
Dilatory motions	<b>64(3)</b> A dilatory motion may be moved to postpone consideration of the question. A dilatory motion shall be of one of the following types: <ul style="list-style-type: none"> <li>(a) that the debate be now adjourned;</li> <li>(b) that the Assembly do now proceed to another Order; or</li> <li>(c) that the Assembly do now adjourn.</li> </ul>
Procedure on dilatory motions	<b>64(4)</b> The following rules apply to the participation in debate by a Member who moves a dilatory motion: <ul style="list-style-type: none"> <li>(a) A Member who has obtained the adjournment of a debate may re-enter the debate on that question at a later time;</li> <li>(b) A Member who has lost a motion for the adjournment of debate may continue in the debate provided the Member does so immediately;</li> <li>(c) A Member who had previously adjourned a debate is not precluded from subsequently moving an amendment to that question;</li> <li>(d) A Member who has successfully moved a dilatory motion is not permitted to move another dilatory motion in the course of that debate or any subsequent amendment;</li> <li>(e) A Member who has moved a motion to proceed to another order or the adjournment of the Assembly is precluded from continuing in the debate on the question superseded.</li> </ul>
Orders postponed by dilatory motions	<b>64(5)</b> When a dilatory motion is adopted, the motion under debate shall be set aside for the remainder of the sitting day and set down on the Order Paper for the next sitting day at the stage where its progress was interrupted.
Unparliamentary motions	<b>65</b> When the Speaker is of the opinion that a motion offered is contrary to the Rules and Privileges of the Legislative Assembly, the Speaker shall apprise the Assembly immediately, before putting the question, and quote the authority applicable to the case.

### DEBATABLE MOTIONS

Debatable motions	<b>66(1)</b> Except as otherwise specified in these Rules, the following motions are debatable: Every motion: <ul style="list-style-type: none"> <li>(a) standing on the Order paper;</li> <li>(b) for the concurrence in a report of a standing or special committee;</li> <li>(c) for the previous question;</li> <li>(d) for the second reading of a bill;</li> <li>(e) for the third reading of a bill;</li> <li>(f) for Priority of Debate when made for the purpose of discussing a definite matter of urgent public importance;</li> <li>(g) for the adoption in a Committee of the Whole Assembly of the resolution, clause, section, preamble or title under consideration;</li> <li>(h) for the appointment of a committee;</li> <li>(i) for reference to a committee of a report or any return laid on the Table of the Assembly;</li> <li>(j) for the suspension of any of the Rules of the Legislative Assembly;</li> <li>(k) and such other motion, as may be required for the observance of the proprieties of the Assembly, the maintenance of its authority, the appointment or conduct of its Officers, the management of its business, the arrangement of its proceedings, the correctness of its records, the fixing of its sitting days, or the times of its meeting.</li> </ul>
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Non-debatable motions **66(2)** All other motions, including adjournment motions, shall be decided without debate or amendment.

### ROYAL RECOMMENDATION

“Money” motion: Message to precede **67(1)** Any vote, resolution, address or bill introduced in the Assembly for the appropriation of any part of the public revenue, or of any tax or impost to any purpose whatsoever, or to impose any new or additional charge upon the public revenue or upon the people, or to release or compound any sum of money due to the Crown, or to grant any property of the Crown, or to authorize any loan or any charge upon the credit of the Province, shall be recommended to the Assembly by Message of the Lieutenant Governor before it is considered by the Assembly. (See sections 54 and 90 of the *Constitution Act, 1867*.)

Recommendation on bills required by second reading **67(2)** Notwithstanding Rule 68(1), consideration or debate on any bill that requires a recommendation of the Crown may proceed up to the motion for second reading. The motion for second reading may not be moved until the receipt of the recommendation has been noted on the Order Paper or indicated orally in the Assembly by a Minister of the Crown.

### CLOSURE

Closure **68(1)** Immediately before the order of the day for resuming an adjourned debate is called or if the Assembly be in Committees of the Whole Assembly, any Minister of the Crown – standing in his or her place, having given notice at a previous sitting of the Member’s intention so to do – may move that the debate shall not be further adjourned or that the further consideration of any resolution or resolutions, clause or clauses, section or sections, preamble or preambles, title or titles shall be the first business of the committee and shall not further be postponed. In either case, such question shall be decided without debate or amendment. If the same shall be resolved in the affirmative, then no Member shall speak more than once or longer than 20 minutes on any such adjourned debate or, if in committee, on any such resolution, clause, section, preamble or title. If such adjourned debate or postponed consideration shall not have been resumed or concluded before 1:00 a.m., no Member shall rise to speak after that hour, but all such questions as must be decided in order to conclude such adjourned debate or postponed consideration shall be decided immediately.

Specified bills exempt **68(2)** This Rule does not apply to specified bills.

### VOTING

Divisions **69** When Members have been called in, preparatory to a division, no further debate is to be permitted.

Recorded divisions **70** Upon a division, the Yeas and Nays shall not be entered in the *Votes and Proceedings* unless demanded by two Members.

Length of division bells in the Assembly **71(1)** When the Speaker has put the question on a motion and a recorded division is requested pursuant to Rule 70, the bells to call in the Members shall sound:  
(a) not more than 30 minutes on a debatable motion; and  
(b) not more than 10 minutes on a non-debatable motion.

Length of division bells in a Committee of the Whole **71(2)** Notwithstanding Rule 71(1), when a recorded division is requested in a Committee of the Whole Assembly, the division bells shall sound for not more than 10 minutes.

Personal interest **72** No Member is entitled to vote upon any question in which the Member has a direct pecuniary interest, and the vote of any Member so interested shall be disallowed. This Rule does not preclude a Member who has declared a pecuniary interest from proposing the motion, participating in the debate, or proposing an amendment.

## PUBLIC BILLS

Imperfect bill	<b>73</b> No bill may be introduced in blank or imperfect form.
Omnibus Bills	<b>74(1)</b> No bill to enact more than one new Act or to amend more than one Act may be introduced if that bill joins together separate and distinct matters of unrelated subjects except as specified in the Rules.
Omnibus Bills that may be introduced	<b>74(2)</b> An omnibus bill may be introduced to amend more than one Act if: (a) the amendments deal with an interrelated topic that can be regarded as implementing a single broad policy; (b) the amendments to be effected to each Act are of a similar nature in each case.
Separate readings	<b>75(1)</b> Every bill shall receive three readings on different days prior to being passed, but on urgent or extraordinary occasions a bill may, by leave, be read two or three times or advanced two or more stages in one day.
Combined readings of Appropriation Bill	<b>75(2)</b> Notwithstanding this Rule, second and third reading of the Appropriation Bill shall be combined into one reading.
Certificate as to readings	<b>76</b> When a bill is read in the Assembly, the Clerk of the Assembly shall certify upon it the date of each reading and the date of passage. The Clerk may designate another Clerk-at-the-Table to make such certification.
Introduction	<b>77</b> Every bill shall be introduced upon a motion for first reading specifying the title of the bill.
First reading	<b>78</b> When a bill is introduced by a Member, the question “That this bill be now introduced and read the first time” shall be decided without amendment or debate.
Referral of bill to a committee after first reading	<b>79(1)</b> Immediately after any bill has been read the first time, the Member presenting the bill may move a motion, without notice, to refer the said bill to a policy field committee. The Member moving the referral motion may be permitted to give a succinct explanation of the motion.
Printing of bill prior to referral	<b>79(2)</b> No bill shall be referred to a committee after first reading unless the bill has been printed and distributed to Members.
Disposition of referral motion	<b>79(3)</b> Any motion made pursuant to this Rule shall be decided without debate. If the motion is decided in the negative, the said bill shall be ordered for second reading.
Certain bills exempt	<b>79(4)</b> This Rule does not apply to Appropriation or private bills.
Proceedings on bills referred to a committee after first reading	<b>80(1)</b> When a bill is referred to a policy field committee after first reading, the committee may conduct hearings on the subject matter of the bill and shall report its observations, opinions and recommendations with respect to the bill.
Concurrence in committee report	<b>80(2)</b> Upon the concurrence of a committee report that a bill be proceeded with, the said bill shall be ordered for second reading.
Printed before second reading	<b>81</b> No bill shall be read a second time, unless it has been printed and distributed to the Members at least one day previous and has been subsequently marked “PRINTED” on the Order Paper.
Second reading	<b>82</b> The motion on Orders of the Day for the second reading of a bill shall read, “That the bill be now read a second time.”



Admissible amendments	<b>83</b> An amendment to the motion for second reading of a bill may be moved using the form of the hoist, the reasoned amendment or the referral of the subject matter of the bill to a committee of the Assembly. The adoption of an amendment made under this Rule shall result in the rejection of the bill.
Readings before committal to a committee	<b>84</b> Before a bill is committed to either a policy field committee or a Committee of the Whole on Bills for clause-by-clause consideration, it shall have been read twice in the Assembly.
Referral of bills to a policy field committee after second reading	<b>85</b> Immediately after any bill has been read a second time, unless otherwise specified by the Rules, the Member responsible for the bill shall rise in his or her place and designate: <ul style="list-style-type: none"> <li>(a) to which policy field committee the bill is to be committed; or</li> <li>(b) that it is to be committed to a Committee of the Whole on Bills.</li> </ul> The designation of the Member shall be deemed to be an Order of the Assembly.
Proceedings on bills committed to a Committee of the Whole on Bills	<b>86(1)</b> During proceedings in a Committee of the Whole on Bills, the preamble shall be first postponed, and then every clause considered by the committee in its proper order that being clauses, new clauses, schedules, new schedules and the preamble and the title to be considered last.
Amendments in a Committee of the Whole on Bills	<b>86(2)</b> A Committee of the Whole on Bills may make amendments that are relevant to the clauses of the bill that are consistent with the principles and objects of the bill and otherwise conform to Rules and practices of the Legislative Assembly.
Reports from Committee of the Whole on Bills	<b>86(3)</b> A Committee of the Whole on Bills to which a bill has been referred by the Assembly shall be empowered to report the bill with or without amendment or to report that the bill not proceed.
Setting down for third reading	<b>86(4)</b> When a bill is reported without amendment, it is immediately ordered to be read the third time at such time as may be appointed by the Assembly.
First and second reading of the amendments	<b>86(5)</b> All amendments made to a bill shall be reported to the Assembly by the Chair, and the same shall be received. The motion for first and second reading of the amendments shall be disposed of immediately before the bill is ordered to be read the third time at the next sitting of the Assembly.
Reprinting of amended bills	<b>86(6)</b> When a bill has been amended in a Committee of the Whole on Bills, it shall be reprinted as amended if so ordered by the committee or as the Clerk of the Assembly may direct.
Proceedings on bills committed to a policy field committee after second reading	<b>87(1)</b> Any bill committed to a policy field committee after second reading shall be considered and reported in accordance with the Rules for proceedings on bills in a Committee of the Whole on Bills.
Public hearings possible after second reading	<b>87(2)</b> When a bill is referred to a policy field committee after second reading, the committee may conduct hearings on the content of the bill before initiating clause-by-clause consideration.
Restrictions on hearings	<b>87(3)</b> No hearings may be conducted if a bill had been subject to committee consideration after first reading.
Report of policy field committee on bills	<b>88</b> A policy field committee to which a bill has been referred by the Assembly after second reading shall be empowered to report the same with or without amendments, or to report that the bill not proceed. The report may contain a written statement of the committee's conclusions if the bill was the subject of a hearing.

Procedure on report from policy field committee	<p><b>89</b> When a bill is reported pursuant to Rule 88, the following procedures shall apply:</p> <ul style="list-style-type: none"> <li>(a) Any bill reported shall be considered committed to a Committee of the Whole on Bills unless there is unanimous consent by the Assembly for the bill to be ordered for third reading.</li> <li>(b) All amendments made in a policy field committee shall be reported to the Assembly; any bill reported with amendment may be reprinted, as amended, before being committed to a Committee of the Whole on Bills.</li> <li>(c) When a report recommends that the bill not proceed, a motion to concur in the same shall be put immediately and decided without debate.</li> <li>(d) When committal of a bill to a Committee of the Whole on Bills is waived, it is immediately ordered for third reading at such time as may be appointed by the Assembly.</li> <li>(e) When committal of an amended bill to a Committee of the Whole on Bills is waived, the amendments shall be received, and the motion for first and second reading of the amendments shall be disposed of before the bill is ordered for third reading at the next sitting of the Assembly.</li> </ul>
Procedure in a Committee of the Whole on Bills committed from a policy field committee	<p><b>90</b> When a bill is committed to a Committee of the Whole on Bills pursuant to Rule 89, the following procedures shall apply:</p> <ul style="list-style-type: none"> <li>(a) Two hours will be allocated to Private Members for questions and comments.</li> <li>(b) Private Members may be recognized more than once but must yield the floor after 20 minutes; should the list of speakers be exhausted before the two hours are up, Members who have already spoken may be permitted to speak again.</li> <li>(c) No time limits shall apply to the Minister of the Crown who is responsible for the bill while responding to questions.</li> <li>(d) Once the time allocated for questions and comments has expired and upon the completion of the Minister's responses, the Chair shall put every question necessary to report the bill to the Assembly.</li> </ul>
Reprinting of amended bills to be noted on Order Paper	<p><b>91</b> When the bill has been sent to be reprinted, it shall be noted on the Order Paper "NOT YET REPRINTED" and shall not be further proceeded with until that notation has been removed.</p>
Third reading	<p><b>92(1)</b> The motion on Orders of the Day for the third reading of a bill shall read, "That the bill be now read the third time and passed under its title."</p>
Third reading amendments	<p><b>92(2)</b> The same type of amendments that are permissible at second reading may be made to the motion for third reading.</p>
Suspension of a bill	<p><b>93(1)</b> Proceedings on a public bill introduced by a Minister of the Crown shall, at the request of the opposition, be suspended for a period of three sitting days following first reading either before or during second reading debate or during committee stage. Such a request can be made only once during consideration of any bill and shall be made by the Member standing in his or her place.</p>
Appropriation Bill and specified bills exempt	<p><b>93(2)</b> This Rule does not apply to Appropriation Bills or to specified bills.</p>

### **REINSTATEMENT OF PUBLIC BILLS**

Lapsed bills may be reinstated at next session	<p><b>94(1)</b> A bill that has lapsed because of a prorogation before it has been passed may be proceeded with in the next session of the same Legislature.</p>
Minister to move reinstatement motion	<p><b>94(2)</b> A Minister of the Crown may move a motion, with notice, to reinstate a government public bill from the previous session of the same Legislature and to restore it to the Order Paper at the same stage the bill had reached at the time of prorogation.</p>

Reinstatement to precede consideration of any Special Order	<b>94(3)</b> A motion to reinstate a Public Bill shall be considered on Orders of the Day and shall precede the consideration of any Special Order.
Deadline for reinstatement	<b>94(4)</b> A motion to reinstate a bill must be made within five sitting days of commencement of the fall period of sittings of the Assembly.
Reinstated bills to be specified for completion	<b>94(5)</b> Any bill reinstated shall be considered a specified bill and the time spent in consideration of the bill during the previous session shall be carried forward.
No debate on reinstatement motion	<b>94(6)</b> A motion to reinstate a bill shall be decided without debate.
Lapsed bills not reinstated may be introduced as new bill	<b>94(7)</b> If the motion for reinstatement of a bill is not adopted, the bill may be reintroduced as a new bill.
Crown Recommendation must be renewed	<b>94(8)</b> The Crown Recommendation of a reinstated bill, made pursuant to Rule 67, shall be renewed in accordance with section 54 of the <i>Constitution Act, 1867</i> , before the bill is further considered. The Message of the Lieutenant Governor shall be renewed as soon as possible after the adoption of an order for reinstatement.

### PRIVATE BILLS

Receiving petitions for private bills	<b>95(1)</b> All petitions for private bills shall be in duplicate and shall be filed with the Clerk of the Assembly not later than the fourth sitting day.
Presenting petitions for private bills	<b>95(2)</b> No petition for any private bill shall be received by the Assembly if presented after the twelfth sitting day.
Introduction of a private bill	<b>95(3)</b> No private bill may be introduced in the Assembly after the twenty-fifth sitting day.
Deposit	<b>96(1)</b> Every applicant for a private bill shall deposit with the Clerk of the Assembly, along with the petition for same, two copies of the bill with marginal notes inserted and an accepted cheque payable to the Minister of Finance for the sum of two hundred and fifty dollars (\$250) if the said bill does not exceed 10 pages, and fifteen dollars (\$15) additional for each page over that number; 450 words shall be held to constitute a page.
Bill to incorporate a company	<b>96(2)</b> In the case of a bill incorporating a company, a receipt from the Director of Business Corporations for any statutory fees required shall also be deposited with the Clerk of the Assembly.
No remittance except on recommendation of committee	<b>97</b> No remittance of a deposit on account of a private bill or any portion of the deposit shall be ordered by the Assembly unless the same has been recommended by the committee charged with its consideration, or unless the bill has been withdrawn, rejected or recommended that the bill not be proceeded with, in which case a motion shall be required for the actual expenses incurred to be deducted from the deposit received before making any remittance.
Publication of Rules	<b>98</b> The Clerk of the Assembly shall publish, as necessary, in <i>The Saskatchewan Gazette</i> the necessary Rules and Procedures of the Legislative Assembly respecting private bills. The Clerk shall post in the lobbies of the Assembly, on or before the first day of every session, the time limit for presenting petitions for and introducing private bills.

Publication of notice of intention	<b>99(1)</b> All petitions to the Legislature for private bills of any nature whatsoever shall require a notice clearly and distinctly specifying the nature and object of the application and, where the same refers to any proposed work, indicating generally the location of the work, and signed by and on behalf of the petitioners, with the address of the party signing the same. When the petition is for an act of incorporation, the name of the proposed company shall be stated in the notice.
Time and location of publication notice	<b>99(2)</b> Such notice shall be published, prior to the filing of the petition with the Clerk of the Assembly as required in Rule 95(1), in two consecutive issues of <i>The Saskatchewan Gazette</i> and four consecutive issues of a newspaper published in English and having circulation in the locality affected.
Notice to be filed with Clerk	<b>99(3)</b> A copy of the notice with a statutory declaration of the several publications of advertisement shall be filed with the Clerk of the Assembly along with the petition and bill.
Examination of private bills	<b>100(1)</b> The Law Clerk and Parliamentary Counsel shall examine all private bills for the purpose of seeing that they are drawn in accordance with the Rules of the Legislative Assembly respecting private bills.
Model bill for acts of incorporation	<b>100(2)</b> Every bill for an act of incorporation, where a form of model bill has been adopted, shall be drawn in accordance with such model bill, copies of which may be obtained from the Clerk of the Assembly. Any provisions contained in any such bill which are not in accord with the model bill shall be inserted between brackets and shall be so printed.
Petitions to the Standing Committee on Private Bills	<b>101</b> Petitions for private bills, when received by the Assembly, are to be taken into consideration without special reference by the Standing Committee on Private Bills which is to report in each case whether the Rules, with regard to notice, have been complied with. In every case where the notice shall prove to have been insufficient, either as regards the petition as a whole or any matter contained in the petition which ought to have been specifically referred to in the notice, or is otherwise defective, the committee is to recommend to the Assembly the course to be taken.
Introduction of private bills	<b>102</b> All private bills are introduced on petition. After such petition has been received and favourably reported on by the Standing Committee on Private Bills, such bill shall be laid upon the Table by the Clerk of the Assembly, shall be deemed to have been read the first time, and to have been ordered for a second reading when so recorded in the <i>Votes and Proceedings</i> .
Bills confirming agreements	<b>103</b> When any bill for confirming any agreement is filed with the Clerk of the Assembly, a true copy of such agreement must be attached to the bill.
Reference to the Standing Committee on Private Bills	<b>104</b> Every private bill, when read a second time, is referred to the Standing Committee on Private Bills, and all petitions for or against the bill are considered as referred to such committee.
Provision not contained in notice	<b>105</b> It is the duty of the Standing Committee on Private Bills to call the attention of the Assembly to any provisions inserted in such bill that do not appear to have been contemplated in the notice for the same as reported by the Standing Committee on Private Bills.
Preamble not proven	<b>106</b> When the Standing Committee on Private bills reports to the Assembly that it has materially changed the preamble of a bill, or that the preamble has not been proved to its satisfaction, or otherwise reports unfavourably on the bill, the committee must also state the grounds for such decision. Such a bill shall not be placed on the Order Paper unless by special Order of the Assembly.
All bills to be reported	<b>107</b> The Standing Committee on Private Bills to which a private bill has been committed shall report the same to the Assembly before Completion Day. The committee is empowered to report a private bill with or without amendments, or to report that the bill not proceed. The report may contain a written statement of the committee's conclusions if the private bill was the subject of a hearing.

Consideration in a Committee of the Whole

**108** When a Private Bill is reported pursuant to Rule 107, the following procedures shall apply:

- (a) Any private bill reported to the Assembly by the Standing Committee on Private Bills shall be considered committed to a Committee of the Whole on Bills unless there is unanimous consent by the Assembly for the bill to be ordered for third reading.
- (b) All amendments made in the committee shall be reported to the Assembly; any bill reported with amendments may be reprinted, as amended, before being committed to a Committee of the Whole on Bills.
- (c) When a report recommends that the private bill not proceed, a motion to concur in the same shall be put immediately and decided without debate.
- (d) When committal of a private bill to a Committee of the Whole on Bills is waived, it is immediately ordered for third reading at such time as may be appointed by the Assembly.
- (e) When committal of an amended private bill to a Committee of the Whole on Bills is waived, the amendments shall be received and the motion for first and second reading of the amendments shall be disposed of before the bill is ordered for third reading at the next sitting of the Assembly.

Suspension of Rules

**109** Except in cases of urgent and pressing necessity, no motion for the suspension of *The Rules and Procedures of the Legislative Assembly of Saskatchewan* or any Rules respecting private bills or petitions for private bills shall be entertained, unless the same has been reported by the Standing Committee on Private Bills, and the committee in its report shall state the grounds for recommending such suspension.

Clerk to post list of private bills

**110** The Clerk of the Assembly shall post in the lobbies daily a list of all private bills upon which any committee is appointed to sit, specifying the time and place of the meeting.

Unprovided cases

**111** Except as otherwise specified in the Rules, the Rules relating to public bills shall apply to private bills.

#### COMMITTEES OF THE WHOLE ASSEMBLY

Types of Committees of the Whole

**112** Committees of the Whole Assembly may be appointed by Order of the Assembly to deliberate on bills, to examine estimates and to conduct inquiries into a matter of concern. A Committee of the Whole Assembly appointed to consider estimates and Appropriation Bills shall be designated the Committee of Finance.

Committee of the Whole: order for

**113** When an Order of the Day is called for the Assembly to go into a Committee of the Whole Assembly, the Speaker shall leave the chair without question put.

Chair of Committees

**114(1)** The Deputy Speaker shall act as permanent Chair of Committees of the Whole Assembly and shall preside over and maintain order in those committees.

Deputy Chair of Committees

**114(2)** A Deputy Chair of Committees shall be elected at the commencement of every Legislature. The Member shall hold office for the term of the Legislature. During the absence of the Chair, the Deputy Chair of Committees shall act as Chair of Committees of the Whole Assembly.

Order and decorum

**114(3)** The Chair shall maintain order in Committees of the Whole Assembly, deciding all questions of order subject to an appeal to the Assembly; but disorder in a committee can only be censured by the Assembly, on receiving a report thereof.

Rules of committees

**115(1)** The rules and procedures followed in the Assembly shall be observed in Committees of the Whole Assembly, so far as may be applicable, except the Rule limiting the number of times a Member may speak.

Debate

**115(2)** Speeches in Committees of the Whole Assembly must be strictly relevant to the item or clause under consideration.

Restrictions on substantive motions in a Committee of the Whole	<b>115(3)</b> No substantive motions shall be permitted in any Committee of the Whole Assembly when bills or budgetary estimates are under consideration.
Resolutions concurred in immediately	<b>116</b> Whenever a resolution is reported from any Committee of the Whole Assembly, a motion to concur in the same shall be immediately put and be decided without debate or amendment.
Motion to leave chair	<b>117</b> A motion that the Chair leave the chair shall always be in order, shall take precedence of any other motion, and shall not be debatable. Such motion, if rejected, cannot be renewed unless some intermediate proceeding has taken place.
Appointment of Committee of Finance	<b>118(1)</b> The Committee of Finance shall be appointed at the commencement of every session, immediately after the adoption of an Address in Reply to the Speech from the Throne.
Examination of Executive Council estimates	<b>118(2)</b> In each session, the Estimates, Supplementary Estimates, and any Further Estimates, as laid before the Legislative Assembly for the operation of Executive Council, shall be deemed referred to the Committee of Finance pursuant to Rule 31(9) for examination and report.

### STANDING COMMITTEES

Establishment of standing committees	<b>119</b> Standing committees are permanently established by the Assembly and continue in existence unless otherwise ordered.
Mandate and power of standing committees	<b>120(1)</b> The mandate of each standing committee shall be that specified by the Rules or otherwise ordered by the Assembly or required by statute.
Powers of standing committees	<b>120(2)</b> Standing committees are empowered to examine and inquire into all such matters as may be referred to them by the Assembly or otherwise stipulated under Rules, to report from time to time, to send for persons, documents and things, to examine witnesses under oath, to meet outside the seat of government to hear testimony, and to sit during periods before the Assembly has convened after a general election, and when the Assembly is adjourned or prorogued.
Lapsing of terms of reference	<b>120(3)</b> When a Legislature is dissolved, all orders of reference lapse and the work of committees ceases.

### General Provisions

Application of general provisions	<b>121</b> The general provisions apply to all standing committees unless otherwise ordered by the Assembly or its Rules.
Membership proportional to party standings in Assembly	<b>122(1)</b> The membership of standing committees shall, so far as reasonably practicable, be proportional to party membership in the Assembly.
Membership to be seven Members	<b>122(2)</b> Unless otherwise ordered or authorized by Rules, the membership of a standing committee shall consist of seven Members.
Setting of permanent membership	<b>122(3)</b> At the commencement of a new Legislature, the permanent membership of the various standing committees shall be set out in the report of the Standing Committee on House Services.

Changes to permanent membership	<b>122(4)</b> Changes to the permanent membership of a standing committee shall be effected by Order of the Assembly or, if a session is adjourned or prorogued, by an Order of the Standing Committee on House Services.
Temporary substitutions	<b>122(5)</b> Membership of any standing committee shall be transferable on a temporary basis by written notice signed by the original Member and filed with the Chair of the committee. The position of Chair or Deputy Chair is not transferable.
Guidelines for temporary substitutions	<b>122(6)</b> Temporary substitutions in the membership shall be permitted for a specific time period or for committee consideration of a specific issue. The substituted Member will be considered for all purposes to be acting in the place of the original Member. The substitution may be terminated at any time by the original Member of the committee.
Substitutions not subject to membership ratio Rule	<b>122(7)</b> Temporary substitutions in membership may be made notwithstanding Rule 122(1).
Suspended Members barred	<b>122(8)</b> A Member may not attend a committee during any period in which the Member is suspended from service of the Assembly.
Rights of non-permanent Members	<b>122(9)</b> Any Member who is not a permanent Member of the committee may attend a meeting of a standing committee and, by leave of the committee, may participate in the proceedings but shall not vote, be permitted to move a motion, be included in quorum or raise a point of order.
Membership of Speaker on committees restricted	<b>122(10)</b> The Speaker shall not be appointed to a committee without the Speaker's consent, unless otherwise specified in the Rules.
Presiding Members of standing committees	<b>123(1)</b> At its first meeting or at its first meeting after a vacancy occurs in the position, a standing committee must proceed to the election of a Chair and Deputy Chair.
Party affiliation of Chair and Deputy Chair	<b>123(2)</b> The Chair of a standing committee shall be a government Member, and the Deputy Chair shall be an opposition Member, unless otherwise specified in the Rules. No Minister of the Crown or any opposition leader shall be eligible to be elected to preside.
Designation of acting Chair	<b>123(3)</b> If the Chair and Deputy Chair are not present at a meeting, the Member may have a substitution, however the committee shall decide which member of the committee shall temporarily chair the meeting.
Temporary Chairs	<b>123(4)</b> While chairing a meeting, the Chair or Deputy Chair may ask any other Member of the committee to temporarily chair the meeting.
Casting vote of Chair	<b>123(5)</b> Where votes on a question before a standing committee are equally divided, the Chair or any Member acting in the capacity of Chair shall have a casting vote unless otherwise specified in the Rules.
Conduct of proceedings	<b>124</b> The procedures of a Committee of the Whole Assembly shall apply to all standing committees unless otherwise specified in the Rules.
Order and decorum	<b>125</b> The Chair shall maintain order and decide all questions of order subject to an appeal to the committee. Disorder in a standing committee shall be censured only by the Assembly, upon receiving a report.

No committee meetings during sittings of the Assembly	<b>126(1)</b> No committee may meet simultaneously with a sitting of the Assembly, except by Order of the Assembly.
Recess and adjournment during Assembly sitting days	<b>126(2)</b> On days when the Assembly is sitting, standing committees shall follow the Assembly's recess and adjournment times, except as otherwise ordered by the committee.
Notice of meetings	<b>127(1)</b> On the instruction of the Chair or another Member acting in the capacity of the Chair, a notice advising the Members of the committee of a meeting and meeting agenda should be circulated as soon as practicable by the Clerk of the committee.
Calling of first meeting	<b>127(2)</b> Upon request of any Member assigned by the Assembly or by the Standing Committee on House Services to the membership of the committee, the Clerk to that committee shall give notice of meeting for the first meeting of that committee.
Admission to meetings	<b>128(1)</b> The meetings of all committees are open to the public unless otherwise ordered by the committee.
Committee may exclude persons from <i>in camera</i> meetings	<b>128(2)</b> A committee may decide to meet <i>in camera</i> , during which time all persons other than committee Members or officers shall be excluded unless otherwise specified by the committee.
Withdrawal of disorderly persons	<b>128(3)</b> The Chair may order any person, excluding the Members of the committee, to withdraw from a meeting if that person's conduct is disorderly.
Minutes of meetings	<b>129</b> The minutes of a committee meeting will record the Members present and the votes and proceedings of the meeting.
Recorded votes	<b>130(1)</b> When the Chair has put the question on a motion, a Member of the committee may require that the respective vote of each Member present be recorded in the committee's minutes.
No division bells in standing committees	<b>130(2)</b> When a recorded vote is requested pursuant to this Rule, no division bell shall be sounded to call in the Members not present, and the vote will be taken immediately.
Quorum	<b>131(1)</b> A majority of the Members of a committee shall constitute a quorum.
Occasions when quorum required	<b>131(2)</b> The presence of a quorum shall be required whenever a vote, resolution or other decision is taken by a committee, provided that any committee, by Order, may authorize the Chair to hold meetings to conduct hearings and receive evidence when a quorum is not present.
Procedure when quorum lacking	<b>131(3)</b> If there is no quorum present within 15 minutes of the time for a meeting to commence, the meeting must be adjourned. If at any time during a meeting attention is directed to a lack of quorum, the Chair shall suspend the meeting for up to 10 minutes and, if no quorum is formed, the meeting is adjourned.
Calling of witnesses and documents	<b>132(1)</b> A committee may direct that a witness be invited or called to appear before a committee and may request or may require the production of documents.
Members may request specific witnesses	<b>132(2)</b> Any Member of a committee may file with the committee a request that a witness be called, stating that the evidence to be obtained from such witness is, in the opinion of the Member, material and important.



Committee to order appearance of witness	<b>132(3)</b> If a witness is to be called to appear or required to produce documents, the requirement shall be by Order of the committee.
Approval of witness expenses	<b>132(4)</b> With the approval of the committee, the Chair may authorize the payment to any witness summoned a reasonable per diem during the witness' travel and attendance plus reasonable traveling expenses and disbursements.
Payment claim by witness	<b>132(5)</b> The claim of a witness for payment shall state the number of days during which the witness had been in attendance, the time of necessary travel to and from a committee meeting, the amount of the traveling expenses, which claim and statement shall be, before being paid, certified by the Chair and Clerk of the committee.
Witness list	<b>132(6)</b> The Chair will have discretion to decide which witnesses shall appear before a committee when a committee has established a meeting agenda but has not specified any person to examine. The attendance of any witness invited is subject to the final authority of the committee.
Examination under oath or affirmation	<b>132(7)</b> A witness may be examined under oath or affirmation.
Procedure for examination of witnesses	<b>132(8)</b> The examination of witnesses is to be conducted as the Chair directs, with the approval of the committee. All questions or comments to a witness shall be directed through the Chair.
Relevancy of questions	<b>132(9)</b> The Chair will take care to ensure that all questions put to a witness are relevant to the committee's proceedings and that the information sought by the questions is necessary for the purpose of those proceedings.
Objection to question	<b>132(10)</b> A Member or witness may object to a question on the ground that it is not relevant. The Chair will then determine whether it is relevant to the committee's proceedings.
Procedure upon refusal to answer	<b>132(11)</b> Where a witness objects on any ground to answering a relevant question put to the witness, the witness will be invited to state the grounds upon which the witness objects to answering the question. The committee will decide whether it will insist on an answer, having regard to the importance to the proceedings of the information sought by the question and whether the public interest would be best served by hearing the answer <i>in camera</i> .
Refusal of witness to appear	<b>132(12)</b> Where a witness declines a request to appear before a committee or to produce a document or to answer a question to which the committee has required an answer, the committee may report this fact to the Assembly.
Written submission may precede oral testimony	<b>133(1)</b> A witness will be given the opportunity to make a submission in writing before appearing to give oral evidence.
Request for written response	<b>133(2)</b> A committee may request that a witness respond to an oral question in writing within a designated period of time.
Committee documents are public	<b>133(3)</b> Any document received by a committee may be made available to the public except for those documents received under the terms of Rule 133(4).
Receipt of <i>in camera</i> evidence	<b>133(4)</b> Some or all of the evidence presented to a committee may, by Order, be heard or received <i>in camera</i> .
Recording of proceedings	<b>134</b> A verbatim transcript shall be provided for all standing and special committees, except as may be otherwise ordered by a committee.

<i>In camera</i> consideration of substantive reports	<b>135(1)</b> All consideration and preparation of a substantive report by a committee shall be conducted <i>in camera</i> .
Confidentiality of draft reports	<b>135(2)</b> A report or a draft report of a committee or sub-committee is strictly confidential to the committee until it reports to the Assembly.
Committee reports	<b>136(1)</b> A committee shall report on any matter referred to it for consideration.
Minority reports not permitted	<b>136(2)</b> The report of a committee is the report as determined by the committee as a whole or a majority of the committee, and no minority report may be presented or received. In its discretion, a committee may include any dissenting opinion in its report.
Authentication of reports	<b>136(3)</b> All substantive reports of committees shall be in writing and signed by the Chair or by some other Member of the committee authorized to do so by the committee.
Interim reports	<b>136(4)</b> A committee may from time to time make an interim report informing the Assembly of its conclusions on any matter before it or the progress of its investigation into any matter.
Presentation of reports to Assembly	<b>136(5)</b> Reports from committees to the Assembly shall be presented at the time provided in Routine Proceedings, unless otherwise specified by Rules, and may be made by the Chair, any other Member of the committee, or by a Clerk-at-the-Table.
Filing and distribution of reports when Assembly not sitting	<b>136(6)</b> During any period when a Legislative session is prorogued or adjourned, a committee may file a report with the Clerk of the Assembly, who shall distribute the report to all Members of the Assembly in accordance with the provisions of <i>The Tabling of Documents Act, 1991</i> . Any report filed may be made generally available to the public but shall be presented to the Assembly in accordance with this Rule at the next sitting of the Assembly.
Ministerial responses to reports	<b>136(7)</b> When a committee requests a response to its report, a Minister of the Crown shall respond within 120 calendar days as to the action, if any, proposed to be taken by the government with respect to the recommendations of a committee.
Filing and distribution of responses	<b>136(8)</b> A response made to a committee report shall be filed with the Clerk of the Assembly, who shall ensure that the response is distributed and tabled in accordance with the provisions of this Rule.

### **Types of Standing Committees**

Three types of standing committees	<b>137</b> Standing committees shall be categorized as a House, scrutiny, or policy field committee.
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### **House Committees**

House committees	<b>138</b> House committees are established for the following purposes: Standing Committee on House Services; and Standing Committee on Privileges.
Membership of Standing Committee on House Services	<b>139(1)</b> Membership of the Standing Committee on House Services shall consist of the Speaker as Chair and seven Members as follows: (a) four Members from the government caucus, appointed by that caucus; (b) two Members or, where there is no third party, three Members from the opposition caucus, appointed by that caucus; and (c) one Member from the third party opposition caucus, if there is one, appointed by that caucus.

Convening of first meeting	<b>139(2)</b> The Standing Committee on House Services shall convene as soon as practicable after the election of a new Legislative Assembly to prepare, with all convenient speed, a report listing the Members to compose the standing committees of the Assembly.
Definition of subject areas for policy field committees	<b>139(3)</b> The Standing Committee on House Services shall determine, as soon as practicable, the allocation of government ministries, agencies and Crown corporations to the various committees. A schedule outlining the allocation, or any amendment made to the allocation, shall be distributed to Members of the Assembly and posted in the lobbies.
Oversight responsibilities	<b>139(4)</b> The Standing Committee on House Services may: <ul style="list-style-type: none"> <li>(a) establish and effect changes to the membership of any committee;</li> <li>(b) establish and set the terms of reference for a special committee;</li> <li>(c) extend the time limit for any inquiry being conducted by a policy field committee; and</li> <li>(d) any such action shall be reported to the Assembly at the earliest opportunity.</li> </ul>
Examination of legislative branch estimates	<b>139(5)</b> In each session, the Estimates, Supplementary Estimates, and any Further Estimates, as laid before the Legislative Assembly for the operation of the legislative branch of government, shall be deemed referred to the Standing Committee on House Services pursuant to Rule 31(9). Upon completion of the examination of estimates, the Standing Committee on House Services shall report the estimates to the Assembly. Upon concurrence in the report, the sums so approved shall be included in the final Appropriation Bill.
Speaker shall not preside during estimates review	<b>139(6)</b> The Speaker shall not preside during the examination of bills or estimates by the Standing Committee on House Services.
Consideration of annual reports of House Officers and entities	<b>139(7)</b> The annual reports of any Officer or entity of the Assembly, as required to be tabled in the Assembly, shall be deemed to be permanently referred to the Standing Committee on House Services, which may, if it so determines, consider the annual reports in conjunction with the examination of estimates.
Examination of Assembly Rules and procedures	<b>139(8)</b> The Standing Committee on House Services may examine such matters as it deems advisable with respect to the Rules, procedures, practices and powers of the Legislative Assembly, its operation and organization, and the facilities and services provided to the Assembly, its committees and Members.
Examination of Legislative Assembly and Officer bills	<b>139(9)</b> Any bill related to the Legislative Assembly or the administration of its Officers, unless otherwise specified by the Rules, shall be committed to the Standing Committee on House Services. Bills referred to the Standing Committee on House Services shall be considered and reported in accordance with Rules for proceedings on public bills and Rules for bills specified on the Order Paper for completion.
Standing Committee on Privileges	<b>140(1)</b> The Standing Committee on Privileges shall examine and report on issues of privilege as referred to it by the Assembly.
Membership of Standing Committee on Privileges	<b>140(2)</b> Membership of the Standing Committee on Privileges consists of the Speaker as Chair and six other Members as the Assembly or as the Standing Committee on House Services may appoint.

### Scrutiny Committees

Scrutiny Committees	<b>141</b> Scrutiny committees are established for the following purposes: <ul style="list-style-type: none"> <li>Standing Committee on Public Accounts; and</li> <li>Standing Committee on Private Bills.</li> </ul>
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Standing Committee on Public Accounts	<b>142(1)</b> The Standing Committee on Public Accounts shall consist of a Chair, who shall be a Member of the opposition, a Deputy Chair who shall be a government Member, and five other Members.
Terms of reference	<b>142(2)</b> The Standing Committee on Public Accounts shall review and report to the Assembly its observations, opinions and recommendations on the Reports of the Provincial Auditor which are designated for referral to the Standing Committee on Public Accounts by <i>The Provincial Auditor Act</i> , and on the Public Accounts, which shall be deemed to have been permanently referred to the committee as they become available.
Examination of Provincial Auditor bills	<b>142(3)</b> Any bill related to the Provincial Auditor shall be committed to the Standing Committee on Public Accounts. Bills referred to the Standing Committee on Public Accounts shall be considered and reported in accordance with Rules for proceedings on public bills and Rules for bills specified on the Order Paper for completion.
Statutory duties	<b>142(4)</b> The Standing Committee on Public Accounts shall undertake any other activities as prescribed by statute.
Standing Committee on Private Bills	<b>143(1)</b> In accordance with Rules pertaining to private bills, the Standing Committee on Private Bills shall consider and report on petitions for private bills and any private bill referred to the committee after second reading.
Report of Law Clerk and Parliamentary Counsel	<b>143(2)</b> Before any private bill is considered by the Standing Committee on Private Bills, the Law Clerk and Parliamentary Counsel shall first submit a report in accordance with the provisions of Rules 100 and 159.
Majority decision	<b>143(3)</b> All questions before the Standing Committee on Private Bills are decided by a majority. When the votes on any question are equally divided, the question shall be negatived.
Vote by Chair of the Standing Committee on Private Bills	<b>143(4)</b> The Chair of the Standing Committee on Private Bills may vote on any question before the committee.

#### **Policy Field Committees**

Subject areas of policy field committees	<p><b>144</b> Four policy field committees are established to consider matters relating to generally defined subject areas as follows:</p> <ul style="list-style-type: none"> <li>(a) <i>Standing Committee on Crown and Central Agencies</i> – portfolio to relate to the Crown Investments Corporation of Saskatchewan and its subsidiaries, supply and services, central government agencies, liquor, gaming, and all other revenue related agencies and entities;</li> <li>(b) <i>Standing Committee on the Economy</i> – portfolio to relate to the areas of economic development, agriculture, environment, natural resources, rural issues, transportation, and infrastructure;</li> <li>(c) <i>Standing Committee on Human Services</i> – portfolio to relate to the areas of health, social services, education, and labour; and</li> <li>(d) <i>Standing Committee on Intergovernmental Affairs and Justice</i> – portfolio to relate to the areas of justice, corrections and policing; municipal, intergovernmental, inter-provincial, First Nations, Métis and northern affairs; and tourism, parks, culture and sport.</li> </ul>
Referral of annual reports to policy field committees	<b>145(1)</b> The annual reports of each government ministry, agency, and Crown corporation, in accordance with the guidelines set out in by Rule 144, shall be deemed to be permanently referred to a policy field committee.

Review of annual reports	<p><b>145(2)</b> Each policy field committee may:</p> <ul style="list-style-type: none"> <li>(a) examine each annual report referred to it and report to the Assembly whether the report is satisfactory;</li> <li>(b) consider in more detail, and report to the Assembly, on each annual report it considers unsatisfactory;</li> <li>(c) investigate and report to the Assembly on any lateness in the tabling of annual reports;</li> <li>(d) if the committee so determines, consider annual reports in conjunction with the examination of estimates;</li> <li>(e) report to the Assembly each year whether there are any bodies which do not table annual reports in the Assembly and which should present such reports.</li> </ul>
Referral of Provincial Auditor reports related to certain Crown corporations	<p><b>145(3)</b> Reports of the Provincial Auditor, as they relate to the Crown Investments Corporation of Saskatchewan and its subsidiaries, shall be deemed permanently referred to the Standing Committee on Crown and Central Agencies.</p>
Referral of significant transaction reports of certain Crown corporations	<p><b>145(4)</b> The Minister responsible for the Crown Investments Corporation of Saskatchewan shall provide the Standing Committee on Crown and Central Agencies a letter of notification regarding significant transactions made by the corporation or any of its subsidiaries within 90 days of the transaction having occurred. The notification shall outline the objectives of the transaction, the financial implications, a statement of any changed liabilities and the authority under which such a transaction was made.</p>
Consideration of bills by policy field committees	<p><b>146</b> Any bill referred to a policy field committee shall be considered and reported in accordance with Rules for proceedings on public bills and Rules for bills specified on the Order Paper for completion.</p>
Referral of regulations and bylaws to policy field committees	<p><b>147(1)</b> Every regulation and bylaw of a professional association, and any amendments, filed with the Legislative Assembly pursuant to any statutory provision shall, in accordance with the guidelines set out in Rule 144, be permanently referred to a policy field committee for review.</p>
Consideration of regulations by policy field committees	<p><b>147(2)</b> Policy field committees shall review regulations and all amendments to regulations in order to determine whether the special attention of the Assembly should be drawn to any regulation on any of the following grounds:</p> <ul style="list-style-type: none"> <li>(a) the regulation imposes a charge on the public revenue not specifically provided for by statute;</li> <li>(b) the regulation prescribes a payment to be made by any public authority that is not specifically provided for by an Act of the Legislative Assembly;</li> <li>(c) the regulation may not be challenged in the courts;</li> <li>(d) the regulation makes unusual use of the authority provided for in the parent Act;</li> <li>(e) the regulation has an unexpected effect where the parent Act confers no express authority for that effect;</li> <li>(f) the regulation purports to have retroactive or retrospective effect where the parent statute confers no express authority to have a retroactive or retrospective effect;</li> <li>(g) the regulation has been insufficiently promulgated, is outside the scope of the parent Act, has not been enacted properly, or has been made without the necessary statutory authority;</li> <li>(h) the regulation is not clear in meaning;</li> <li>(i) the regulation is in any way prejudicial to the public interest.</li> </ul>
Consideration of bylaws by policy field committees	<p><b>147(3)</b> Policy field committees shall review the bylaws of professional associations and amendments to bylaws to determine whether or not they are in any way prejudicial to the public interest.</p>
Public hearings on regulations and bylaws	<p><b>147(4)</b> Policy field committees may conduct a public hearing on any regulation or bylaw of a professional association referred to it for review.</p>

Committees to inform intention to report	<b>147(5)</b> Policy field committees shall be required, prior to reporting that the special attention of the Assembly be drawn to any regulation or bylaw, to inform the government ministry or authority concerned of its intention so to report.
Assistance of Law Clerk and Parliamentary Counsel for review of regulations and bylaws	<b>147(6)</b> Policy field committees shall have the assistance of the Law Clerk and Parliamentary Counsel in reviewing the regulations and bylaws.
Examination of estimates	<b>148(1)</b> In each session, the Estimates, Supplementary Estimates, and any Further Estimates, as laid before the Legislative Assembly for the operation of the executive branch of government, shall be deemed referred to a policy field committee pursuant to Rule 31(9) and the allocation of government ministries, agencies and Crown corporations established under Rule 139(3). This Rule does not apply to any estimate specified by the Rules for referral to the Committee of Finance.
Consideration and report on estimates	<b>148(2)</b> Each policy field committee shall consider the proposed estimates referred to it and report to the Assembly.
Procedure for review of estimates	<b>148(3)</b> The Chair shall call items of expenditure in the order they are presented and each item called shall be, without motion, considered a distinct question that shall be carried, or reduced, or negated. This Rule does not apply when estimates are subject to the Rules for the disposal of estimates on the sitting day prior to the Completion Day.
Ministers and officials to appear before committee	<b>148(4)</b> Each policy field committee may ask for explanations from Ministers of the Crown or Officers relating to the items of proposed expenditure.
Reporting procedure	<b>148(5)</b> Upon completion of the examination of estimates referred to a policy field committee, the committee shall report the estimates to the Assembly, and upon concurrence in such report, the sums so approved shall be included in the final Appropriation Bill.
Policy field committee inquiries	<b>149(1)</b> A policy field committee shall inquire into, consider and report on any matter referred to it by the Assembly.
Power to initiate inquiries	<b>149(2)</b> A policy field committee may, on its own initiative or at the request of a Minister of the Crown, inquire into any matter concerned with the structure, organization, operation, efficiency and service delivery of any sector of public policy within its portfolio.
Inquiries ordered by Assembly to take priority	<b>149(3)</b> An Order of the Assembly that a policy field committee undertake an inquiry shall take priority over any other inquiry, and a policy field committee shall not inquire into any matters which are being examined by a special committee.
Deadline for completing inquiries	<b>149(4)</b> All inquiries must be concluded and a substantive report presented to the Assembly no later than six months after the commencement of the inquiry. The committee may request an extension of time by appeal to the Assembly or, if the Assembly is prorogued or adjourned, to the Standing Committee on House Services.
Restrictions on initiating inquiries	<b>149(5)</b> Inquiries may be initiated only after a session is adjourned or prorogued, or unless otherwise ordered by the Assembly.

Board to approve additional funding	<b>149(6)</b> Funding for the purposes of undertaking an inquiry, in addition to the committees' regular allocation, is subject to the prior approval of the Board of Internal Economy.
Additional Members participating in inquiries	<b>150(1)</b> Policy field committees are empowered to temporarily expand their membership to include additional Members of the Assembly for the purpose of allowing those Members to participate in an inquiry.
Duration of additional Member's participation	<b>150(2)</b> The duration of membership of the participating additional Member shall be set by the policy field committee, during which time the additional Member may participate in hearings and deliberations of the committee, and have all the rights of Members of committees, but may not move motions, count for quorum, raise a point of order or vote on any questions before the committee.
Questions before policy field committees	<b>151(1)</b> When the votes on any question before a committee are equally divided, the question shall be negatived.
Vote by Chair of policy field committee	<b>151(2)</b> The Chair of a policy field committee may vote on any question before the committee.

### **SPECIAL COMMITTEES**

Appointment of special committees	<b>152(1)</b> By Order, the Assembly may, on Notice of Motion, authorize the appointment of special committees to meet and report on specified subjects during the term of the Legislature in which they were appointed.
Application of standing committee Rules	<b>152(2)</b> The mandate, powers and general provisions of standing committees shall apply to special committees.
Lists of committees appointed	<b>153</b> The Clerk of the Assembly shall affix in the lobbies of the Assembly a list of the standing and special committees appointed during the Legislature.

### **OFFER OF MONEY TO MEMBERS**

High crime and misdemeanour	<b>154</b> The offer of any money or other advantage to any Member of the Assembly for the promotion of any matter whatsoever pending or to be transacted in the Legislature is a high crime and misdemeanour, and tends to the subversion of the Constitution.
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### **BRIBERY IN ELECTIONS**

Proceedings in case of bribery	<b>155</b> If it shall appear that any person has been elected and returned a Member of this Assembly, or endeavoured so to be, by bribery or any other corrupt practices, the Assembly will proceed with the utmost severity against all such persons as shall have been willfully concerned in such bribery or other corrupt practices.
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### **OFFICIALS OF THE ASSEMBLY**

Clerk responsible for records	<b>156</b> The Clerk of the Assembly shall be responsible for the safekeeping of all papers and records of the Assembly and shall have the direction and control over all officials, clerks, and other employees, subject to such orders as he or she may, from time to time, receive from the Speaker or the Assembly.
Distributes list of reports	<b>157</b> The Clerk of the Assembly shall be responsible for the production and delivery to each Member, at the commencement of every session, a list of reports or other periodical statements which it is the duty of any official or ministry of the government or any corporate body to make to the Assembly, referring to the Act or resolution wherein the same may be ordered, and showing when the same should be made.

To employ extra assistants	<b>158</b> The Clerk of the Assembly, with the approval of the Speaker, shall at the outset of a session employ such extra assistants as may be necessary for recording and transcribing the <i>Debates and Proceedings</i> , and such others as the public business may require.
Law Clerk and Parliamentary Counsel: duties of	<b>159</b> It shall be the duty of the Law Clerk and Parliamentary Counsel of the Assembly to: <ul style="list-style-type: none"> <li>(a) revise, put marginal notes upon and print all bills, and be generally responsible for the correctness of all bills in their various stages;</li> <li>(b) report to the Chair of the Standing Committee on Private Bills: <ul style="list-style-type: none"> <li>(i) any provisions in private bills which are at variance with general Acts on the subject to which such bills may relate, or with the usual provisions of private Acts on similar subjects;</li> <li>(ii) any provision deserving of special attention;</li> <li>(iii) any provisions that do not appear to have been contemplated in the petition for the bill; and</li> <li>(iv) generally in accordance with the provisions of Rules 100 and 143.</li> </ul> </li> <li>(c) report to the Chair of any committee to which a bill (where a form of model bill has been adopted) may have been referred, any provisions which are not in accord with the model bill, or any exceptional provisions that may be proposed to be inserted in such bill;</li> <li>(d) revise before third reading all amendments made by any committee;</li> <li>(e) be responsible for the printing and correctness of the annual volume of Statutes, which is to be issued within 30 days after the close of the session.</li> </ul>
Sergeant-at-Arms responsible for Mace and Chamber fittings	<b>160(1)</b> The Sergeant-at-Arms is responsible for the safekeeping of the Mace and for the furniture and fittings of the Assembly Chamber.
Persons in custody	<b>160(2)</b> No stranger or any other person who has been committed, by Order of the Assembly, to the custody of the Sergeant-at-Arms shall be released without an Order of the Assembly.
Duties of Sergeant-at-Arms	<b>160(3)</b> The Sergeant-at-Arms shall serve all Orders of the Assembly upon those whom they may concern and is entrusted with the execution of warrants issued by the Speaker.
Sergeant-at-Arms to preserve order and security in Legislative precinct	<b>160(4)</b> Under the direction of the Speaker, the Sergeant-at-Arms shall preserve order and provide security in the legislative precinct.
Absence of Sergeant-at-Arms	<b>160(5)</b> In case the Sergeant-at-Arms is absent, the duties shall be performed by any member of the Legislative Protective Service.
Sergeant-at-Arms to direct ushers and guards	<b>160(6)</b> The Sergeant-at-Arms is responsible for the Legislative Protective Service.
Completion of work at close of session	<b>161</b> It shall be the duty of the Officers of the Assembly to complete and finish the work remaining at the close of the session.



## THE LEGISLATIVE LIBRARY

- Management of **162** The management of the Library, including regulation of admission, Library hours, and security and preservation of the collection, is the responsibility of the Legislative Librarian, subject to such special orders as may be received from the Assembly. The Legislative Librarian shall make an Annual Report to the Assembly through the Speaker.
- Catalogue to be kept **163** A catalogue of books belonging to the Library shall be kept, and pertinent statistics relative to the collection and its utilization shall be maintained and reported in the Legislative Librarian's Annual Report.

Gregory A. Putz  
Clerk of the Legislative Assembly

## APPENDICES

### APPENDIX 1 – CODE OF ETHICAL CONDUCT FOR MEMBERS OF THE LEGISLATIVE ASSEMBLY

#### Preamble

As Members of the Legislative Assembly we recognize that our actions have a profound impact on the lives of all Saskatchewan people. Fulfilling our obligations and discharging our duties responsibly requires a commitment to the highest ethical standards.

#### Statement of Commitment

To the people of this province, we owe the responsible execution of our official duties, in order to promote human and environmental welfare.

To our constituents, we owe honesty, accessibility, accountability, courtesy and understanding.

To our colleagues in this Assembly, we owe loyalty to shared principles, respect for differences, and fairness in political dealings.

We believe that the fundamental objective of public office is to serve our fellow citizens with integrity in order to improve the economic and social conditions of all Saskatchewan people.

We reject political corruption and will refuse to participate in unethical political practices which tend to undermine the democratic traditions of our province and its institutions.

#### Declaration of Principles

Members of this Assembly must carry out their official duties and arrange their private financial affairs in a manner that protects the public interest and enhances public confidence and trust in government and in high standards of ethical conduct in public office.

Members of this Assembly must act not only lawfully but also in a manner that will withstand the closest public scrutiny; neither the law nor this code is designed to be exhaustive, and there will be occasions on which Members will find it necessary to adopt more stringent norms of conduct in order to protect the public interest and to enhance public confidence and trust.

Every Member is individually responsible for preventing potential and actual conflicts of interest, and must arrange private financial affairs in a manner that prevents such conflicts from arising.

Members of the Assembly must carry out their official duties objectively and without consideration of personal or financial interests.

Members of the Assembly must not accept gifts, benefits or favours except for incidental gifts or customary hospitality of nominal value as provided for in legislation.

Members of the Assembly must not take personal advantage of or private benefit from information that is obtained in the course of or as a result of their official duties or positions and that is not in the public domain.

Members of the Assembly must not engage in personal conduct that exploits for private reasons their positions or authorities or that would tend to bring discredit to their offices.

Members of the Assembly must not use, or allow the use of, public property or services for personal gain.

Members of the Assembly, when leaving public office and when they have left public office, must not take improper advantage of their former office.

Members of this Assembly must comply with *The Freedom of Information and Protection of Privacy Act*, Part IV, Protection of Privacy, to the extent possible and as circumstances require.

Members of this Assembly are committed to the protection of a citizen's personal information or personal health information which comes into their possession.

Members of this Assembly must, when dealing with a citizen, obtain written consent to collect, use or disclose personal information or personal health information and will determine whether the citizen agrees to share in confidence or in a public way.

Members of this Assembly must use the consent form outlined in this code with appropriate modifications.

Members of this Assembly must provide a copy upon request of that consent to other Members of the Legislative Assembly, Ministers of the Crown or public bodies when requesting information or exchanging information.

*(Adopted October 14, 2015)*

**APPENDIX 2 – CONSENT FORM – CODE OF ETHICAL CONDUCT**

\_\_\_\_\_ Date

TO: \_\_\_\_\_ Member of the Legislative Assembly of Saskatchewan

FOR THE CONSTITUENCY OF: \_\_\_\_\_

**CONSENT**

I \_\_\_\_\_ of \_\_\_\_\_, \_\_\_\_\_,  
(Name) (Address) (City, Town)  
\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_,  
(Telephone # Home) (Cell #) (Email)

Saskatchewan consent to you or your staff, collecting or using my personal information and personal health information for the purpose of

\_\_\_\_\_  
\_\_\_\_\_

and consent to you disclosing this information to another Member of the Legislative Assembly, Minister, their staff or caucus staff, in confidence and consent to that Member of the Legislative Assembly, Minister, their staff or caucus staff collecting, using or disclosing my personal information or personal health information in relation to the above purpose without me giving further consent provided the information is kept confidential.

**AND**

- Disclosing this information in the Legislative Assembly, to the public and the media and consent to any other Member of the Legislative Assembly, Minister of the Crown, their staff or caucus staff collecting, using or disclosing my personal information or personal health information in relation to the above purpose without me giving further consent.

**AND**

- I further consent to you, transferring my file with all my personal information and personal health information, to any successor to you as a Member of the Legislative Assembly.

**OR**

- I direct you, upon your leaving office, to destroy my file including all personal information and personal health information.

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Signature

**APPENDIX 3 – MODEL PETITION**

**Petition to the Legislative Assembly of Saskatchewan**

We, the undersigned residents of the province of Saskatchewan, wish to bring to your attention the following:

*(Briefly summarize the problem or grievance and any necessary background information)*

**We, in the prayer that reads as follows, respectfully** request that the Legislative Assembly of Saskatchewan:

*(Outline the action the Legislative Assembly is being asked to take or not take)*

Name (print)

Address (print)

Signature

_____	_____	_____
_____	_____	_____
_____	_____	_____
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_____	_____	_____

*Please note: The name and address of the persons who sign this petition may be made available to the public if the petition is in proper form to be presented in the Legislative Assembly.*

## **APPENDIX 4 – MULTI-MEDIA GUIDELINES**

### **Photographs**

That the taking of still photographs in the Legislative Chamber be allowed under the discretion of the Speaker, who shall announce this decision to the Assembly.

That the photographs taken can only be used by photographers on such terms and conditions as the Speaker sets out.

That photographs can be used outside the Legislative Assembly only with the approval of the Member concerned.

*(Adopted April 28, 1981)*

### **Taping Privileges**

That the media be permitted to record and broadcast audio clips of the proceedings of the Legislative Assembly.

*(Adopted April 28, 1981)*

### **Television Guidelines**

That the guidelines for the television coverage of the proceedings of the Legislative Assembly of Saskatchewan be as follows:

1. The proceedings in the Legislative Chamber, beginning with the Speaker's procession and Prayers until the daily adjournment of the Assembly, shall be recorded and may be broadcast including proceedings in Committees of the Whole Assembly and Committee of Finance.
2. Only the Member who is on his or her feet and has been recognized by the Speaker shall be recorded by the audio-visual cameras.
3. The shot of the Member shall be of his or her head and shoulders, or a medium close-up shot showing some of the Members who are seated on either side of the speaking Member.
4. When the Speaker is on his or her feet, the camera facing him shall be the one which will be active. This overview of the Chamber shall be the view shown when the Speaker is on his or her feet and between close-up shots of the Member speaking, or during recorded divisions in the Chamber.
5. When in Committees of the Whole Assembly or Committee of Finance, the overall view of the Chamber shall be used when the Chair is speaking or during a division in committee.
6. Head and shoulder close-ups of the Speaker or the Chair may be taken when he is giving a ruling or calling the Assembly to order.
7. "Applause" shots may be taken; however, a great deal of care must be exercised to ensure that these are in good taste and reflect the decorum of the Chamber.
8. Split-screen shots will not be permitted.
9. The audio-video editor shall produce and show on the screen the name of the Member and the name of the Member's constituency or portfolio while he or she is speaking.
10. The guidelines shall be enforced by the Speaker. Specific complaints by Members regarding the televising of the proceedings in the Legislative Assembly should be raised with the Speaker in the Speaker's Chambers. Broad reviews of the whole matter of the televising of the debates should be referred to the Standing Committee on Communication.
11. The overall philosophy behind the guidelines is that the audio and video production should be as accurate and factual as possible showing the Speaker and those Members who are speaking in the Chamber. The cameras should not dramatize or editorialize in any way.
12. The audio-video tapes which are produced by the Legislative Assembly may be shown by television stations and/or cable-casters live or by means of recordings. The broadcasts should be shown with discretion and without purposeful distortion.
13. Members of the Legislative Assembly or of the Press Gallery Association may obtain audio-video copies of the proceedings from the Legislative Assembly staff who are operating the equipment. Anyone requesting a copy of the proceedings will receive the service free of charge, but it is the responsibility of the Member or the press to provide their own audio-video tape.

14. Members can obtain copies of the audio-video tape of their own speeches in the Chamber for public consumption and can obtain and use copies of other Members' speeches if those Members give their written permission for use to the Speaker.
15. The use of the audio-video tapes of the legislative proceedings shall be forbidden during any Saskatchewan provincial election or by-election.
16. After prorogation of each session, the Clerk of the Legislative Assembly shall ensure that the complete audio-visual record of the session is deposited in the Saskatchewan Archives. Access to these documents shall be in accordance with procedures established by the Legislative Assembly in consultation with the Saskatchewan Archives.

*(Adopted April 28, 1981)*

**APPENDIX 5 – SUMMARY OF RULES THAT CONTAIN SPECIFIC DATE, TIME AND OTHER IMPORTANT REQUIREMENTS**

<b>Rule</b>	<b>Details</b>	<b>Limits/Requirements</b>
<b>Address in Reply to the Speech from the Throne</b>		
30(1)	Speech from the Throne	1 day
30(1)	Address in Reply	1 day
30(2)	Resumption of debate on Address in Reply	6 sitting days
30(3)	Subamendment under consideration the question must be put on the 4th day of the debate	30 minutes before adjournment
30(4)	Address in Reply to the speech from the Throne is not subject to a subamendment on or after	4th day of the debate
30(5)	Amendment under consideration on the 5th day of the debate, the question must be put	30 minutes before adjournment
30(6)	Address in Reply to the speech from the Throne is not subject to amendment on or after	5th day of the debate
30(7)	The debate on the motion for an Address in Reply to the speech from the Throne must be disposed of	6th day of the debate
30(7)	The question must be put on the 6th day of the debate on the Throne Speech motion	30 minutes before adjournment
<b>Appropriation Bill</b>		
32(3)	Second and third reading and any amendments on the Appropriation Bill	1 day
32(5)	The mover of the Appropriation Bill shall be allowed to close debate on the Budget Motion and the amendment	30 minutes before adjournment
32(6)	Mover to close debate	20 minutes
<b>Budget Motion</b>		
31(2)	Presentation of Budget	1 day
31(5)	Resuming debate on the Budget Motion and any amendments	5 days
31(8)	The mover of the Budget Motion shall be allowed to close debate on the Budget Motion and the amendment on the 5th day of the said debate	30 minutes before adjournment
31(7)	Mover to close debate	20 minutes
31(6)	Amendment and subamendment allowed on Budget Motion	1
<b>Closure</b>		
68(1)	Length of time to debate per Member during closure	20 minutes
68(1)	Closure motion must be decided	Before 1 a.m.
<b>Motions and Amendments</b>		
60(1)	Notice requirements for a motion for first reading of a bill, a motion for a resolution, order or address, or for the appointment of a committee	2 sitting days
<b>Parliamentary calendar (exception is a new Legislature)</b>		
3(2)(a)	Fall period	25 days
3(3)	Spring period	40 days
3(3)(b)	Number of days before the end of the Spring period, including completion day and budget day, that the budget must be introduced	30 days
<b>Petitions</b>		
16(3)(a)	Period to present petitions	1 hour
16(3)(c)	Oral presentation of Petition/Member/day	1
16(3)(d)	Oral presentation of Petition on a subject matter per day	1
16(4)(h)	Number of original signatures required	3 minimum



<b>Rule</b>	<b>Details</b>	<b>Limits/Requirements</b>
<b>Priority of Debate</b>		
28(2)	Written request to move a Priority of Debate motion	2 hours before sitting
28(8)(a)	Mover of motion	Not more than 1 hour and to close the debate 15 minutes
28(8)(b)	Other Members	45 minutes
28(9)	Priority of Debate motion must conclude	10 minutes before adjournment
<b>Private Bills</b>		
95(1)	Deadline for petitions for private bills	4th sitting day
95(2)	Deadline for presentation of petitions for private bills	12th sitting day
95(3)	Deadline for introduction of private bill	25th sitting day
95(1)	Requirements for private bills	Petition and bill in duplicate
<b>Private Members' Day Debates</b>		
24(1)	Number of items to be ranked in order of priority	2
24(5)	Notice of priority items tabled no later than	2:30 p.m. - Tuesdays
<b>Private Members' Motions</b>		
26(1)	Day of the week for Private Members' Motions	Thursday
26(2)	Notice for Private Members' Motions tabled no later than	2:30 p.m. - Tuesdays
27(1)	Number of times a Private Members' Bill and Order is be adjourned before it is required to be voted on	Not more than 3 times
<b>Privilege</b>		
12(1)	Advise Speaker of intention to raise a question of privilege	By at least 10:30 a.m. on sitting days that commence at 1:30 p.m.
12(7)(a)	Mover of motion	Not more than 1 hour; and to close the debate 15 minutes
12(7)(b)	Other Members	No more the 45 minutes
12(8)	Question of privilege if not concluded is called	10 minutes before adjournment
<b>Public Bills</b>		
90(a)	A bill that has been considered in a policy field committee then committed to a Committee of the Whole on Bills, private Members allotted time for questions and comments	2 hours
90(b)	In the situation outlined above, before yielding the floor, private Members are limited to speak	20 minutes
90(c)	Minister's responses following questions and comments	No time limit
93(1)	Suspension of a bill at the request of the opposition	3 sitting days
93(1)	Request for suspension of a bill can be made	1 time
<b>Question Period</b>		
20(1)	Time period for Question Period	25 minutes
<b>Quorum</b>		
11(1)	Number of Members required in the Assembly for quorum	15 Members
<b>Recess</b>		
9(3)	Recess must conclude before ordinary adjournment time	15 minutes
9(5)	Bells sound before expiration of recess	5 minutes
<b>Reinstatement of Public Bills</b>		
94(4)	Motion to reinstate a bill must be made during the fall period of sittings of the Assembly	Within 5 sitting days

<b>Rule</b>	<b>Details</b>	<b>Limits/Requirements</b>
<b>Remaining Budgetary Estimates</b>		
38(a)	Disposal of Budgetary Estimates on the day prior to the Completion Day must have been debated no less than	2 hours
38(b)	Disposal of Budgetary Estimates on the day prior to the Completion Day must have a cumulative total time for all estimates is no less than	75 hours
<b>Remaining Specified Bills</b>		
36(a)	Disposal of specified bills on the day prior to the Completion Day must have been debated no less than	20 hours
36(b)	Disposal of bills that are subsidiary to the passage of the budgetary estimates that remain on the day prior to the Completion Day shall be debated no less than	5 hours
<b>Returns</b>		
22(2)	Notice period for placing a Motion for Return	2 days
22(4)	Order for Return must be tabled	Within 180 days
<b>Seventy-five Minute Debate</b>		
25(1)	Day of the week for Seventy-five Minute Debate	Thursday
25(3) & 25(5)	Total length of debate	75 minutes
25(3)(a)	Debate time	65 minutes
25(3)(a)	Designated time for mover of motion	15 minutes
25(3)(a)	Designated debate time for Members (other than mover)	10 minutes
25(3)(b)	Question and comment time (follows debate period)	10 minutes
25(4)	Notice for Seventy-five Minute Debate tabled no later than	2:30 p.m. - Tuesdays
<b>Speaker</b>		
43(1)(a)	Deadline for informing the Clerk of candidacy for Office of the Speaker by no later than 5:00 p.m.	5 days before the election
46(4)	Deadline for unsuccessful Speaker candidates for informing the Clerk of candidacy for Deputy Speaker by no later than 5:00 p.m.	1 day before the election
<b>Standing Committees</b>		
122(2)	Number of Members on a standing committee	7
131(3)	At the beginning of a meeting quorum must be met	Within 15 minutes
131(3)	To obtain quorum, a meeting can be suspended	Up to 10 minutes
136(7)	Time limit for requested government response to a committee report	120 calendar days
145(4)	Time limit for reporting significant transactions to the Standing Committee on Crown and Central Agencies	90 days
149(4)	Deadline for completing an inquiry	6 months
<b>Statements by Members</b>		
18(1)	Time period for Statements by Members	10 minutes
18(2)	Individual member time limit	90 seconds
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19(1)	Statements by Ministers	5 minutes
<b>Written Questions</b>		
21(2)	Notice period for Written Questions	5 days
<b>Voting</b>		
70	Number of Members required to request a recorded division	2 Members
71(1)(a)	On a debatable motion, division bells ring	30 minutes
71(1)(b)	On a non-debatable motion, division bells ring	10 minutes
71(2)	In a Committee of the Whole Assembly, division bells ring	10 minutes

**APPENDIX 6 – SPEAKER’S COUNSEL**

That the Speaker at his or her own discretion appoint a Speaker’s Legal Counsel.

*(Adopted April 18, 1970)*

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