

Rules of Order

The Rules of Order below have been established by the Chair to facilitate progress, include members in orderly discussion, and to ensure fairness, equality and common sense:

Business

1. Apart from procedural motions related to the conduct of the business of the meeting, the only motions or resolutions that shall be in order are those that are included in the approved agenda for the meeting. No business other than the business of the meeting set out in the approved agenda shall be considered at the meeting.

Participation

2. Only Prospera Members who are 19 years or older are entitled to participate in the meeting.
3. Invited guests and non-voting members may attend the meeting but may not make motions or vote and, unless requested by the Chair, may not participate in discussion.
4. Members arriving after the close of registration may be admitted to attend the meeting but will not receive voting credentials and may not vote. This is to ensure all voting credentials are verified at registration and supports the orderly conduct of the meeting.

Discussion

5. A Member who wishes to speak on an item will display their voting card, wait for a microphone and to be recognized by the Chair, and open by stating their full name.
6. A Member may speak up to two (2) times on each agenda item, with each turn limited to three (3) minutes. A second turn is permitted only after all Members who wish to speak for the first time have done so. After this, a Member may speak up to two additional times, also limited to three minutes per turn.
7. Discussion must be germane to the pending agenda item.
8. A question period of up to 30 minutes is included on the agenda to allow members to ask questions relevant to the special resolution. The Chair has the discretion to extend the question period if deemed appropriate. The Chair may also conclude the question period earlier if there are no further questions from members.

9. All persons present at a meeting must be respectful to others and avoid personal attacks, or disorderly or discourteous behaviour. Any person causing a disturbance at the meeting may have their communication access revoked or be removed from the meeting at the direction of the Chair. The Chair's decision to do so, which is subject to an undebatable appeal that can be made by any member, shall be announced during the meeting and recorded in the minutes.

Voting

10. Voting on the Special Resolution will be conducted by written ballot or such other means as may be determined by the Chair.
11. Voting on any other matter will be conducted by a show of hands or such other means as may be determined by the Chair.
12. Each member who has been a member in good standing since the voting record date of May 8, 2025, is entitled to one (1) vote on each motion presented.
13. Proxy voting is not permitted.

Conduct of Meeting

14. The Special General Meeting will be conducted in accordance with the provisions of the Credit Union Incorporation Act (CUIA), Prospera's Credit Union Rules and to the extent not inconsistent therewith, the current edition of Robert's Rules of Order, Newly Revised.
15. No person may photograph, record or film the proceedings of the meeting by use of any camera or other electronic device, without the permission of the Chair or the consent of the meeting.
16. The Chair may declare the meeting adjourned on conclusion of all business set forth on the adopted agenda.