



**Kiwanis**<sup>®</sup>

EASTERN CANADA AND THE CARIBBEAN DISTRICT  
L'EST DU CANADA ET DES CARAÏBES

# PROPOSED AMENDMENTS

FOR CONSIDERATION BY THE EASTERN CANADA & THE CARIBBEAN  
DISTRICT OF KIWANIS INTERNATIONAL HOUSE OF DELEGATES

MAY 2, 2026

TORONTO, ONTARIO

**To all Kiwanis Clubs in EC&C: March 2026**

Proposed amendments to the EC&C Bylaws and a proposed resolution will be presented for action at the 2026 EC&C Convention in Toronto, Complete information is included in this booklet. A two-thirds (2/3) affirmative vote is required to adopt an amendment.

In accordance with the provisions of the EC&C Bylaws, these proposals are being shared with the secretary of each chartered club 30 days prior to the convention. The proposer's rationale is stated, along with the EC&C Board's position on those proposals.

The current provisions of each bylaws article and section are shown. Text that would be added by the proposed amendment is underlined and bold (**underlined**), and text that would be deleted is lined out (~~lined out~~).

Example:

Original wording: Each club may hold a program.

Proposed changes: Each club ~~may~~ **shall** hold a ~~program~~ **an annual project.** New wording: Each club shall hold an annual project.

We look forward to seeing you in Toronto.

Sincerely,

Jim Steele

Secretary Treasurer

## PARLIAMENTARY PROCEDURE AT A GLANCE

(Per Robert's Rules of Order–Newly Revised)

**Please note:** As stated in Standing Rule 5, anyone wishing to make a change to a proposed amendment (making an amendment to a motion) is required to submit the change in writing, in English, to the secretary treasurer (or designee) before going to the microphone. This ensures your change will be reflected accurately.

**Putting a motion on the floor:** To make a motion or an amendment to a motion, the maker should go to the microphone, be recognized by the presiding officer state their name and club and then state the motion (or amendment to the motion). The motion (or amendment) must be seconded from the floor. The presiding officer then places the motion (or amendment) before the house for discussion. The club delegate may speak to the motion (or amendment) first. Note: Once a motion is placed before the house by the presiding officer, it is under the control of the house and does not belong to the delegate making the motion. For example, it cannot be withdrawn later without permission of the house.

**Seconds to motions:** It is not necessary to agree with a motion to second it. A second only implies that more than one person wishes to discuss the motion. Therefore, if a motion is coming from the Kiwanis International Board or a committee, it does not need a second from the floor.

**Amendments to motions:** Bylaw amendments are main motions. A main motion that is on the floor may have two amendments pending at one time. However, the first amendment must relate to the main motion, and the second amendment must relate to the first amendment to the motion.

**Referring:** A motion to refer to a committee can be made while a main motion or an amendment to a main motion is pending. A motion to refer should only be used if problems are identified with the content of the motion that indicate more study or adjustments are needed. A referral should not be made without instructions regarding what aspects are to be addressed before the motion is brought back to the house. Referral should not be used to kill the motion on the floor or to put off a difficult decision. If a delegate does not like a motion, they should simply vote against it. (Note: It takes a majority vote either to refer or defeat a motion.)

**Closing debate or calling the question (same motion):** A delegate must go to a microphone and wait for recognition to move to close debate or call the question. To proceed, the motion must receive a second. There is no discussion, and it takes a two-thirds (2/3) vote. If the motion to close debate or call the question is approved, there will be an immediate vote on the pending motion.

**Postponing or tabling a motion:** A motion to postpone can be made while a main motion or an amendment to a main motion is pending. A motion to table (or to “lay on the table”) is used only in an emergency; it should not be used to kill the motion on the floor or to postpone consideration of the motion. If a delegate does not like the motion, they should simply vote against it. If a delegate believes there is good reason to discuss the motion later, they can move to postpone. There is no such motion as “table until [X] time.” Instead, the correct motion would be “postpone until [X] time.” A motion cannot be postponed until the next annual convention.

**Point of order:** If a delegate believes there was a breach of parliamentary procedure, they may call for a point of order. If the point of order refers to an action made by someone other than the presiding officer, the delegate should give the presiding officer time to address the problem before interrupting with the point of order. If a delegate cannot reach a microphone in a timely manner, they may shout “point of order” from their place while approaching a microphone.

**Point of information:** A delegate should call for a point of information if they wish to request information. To ask for a point of information, go to a microphone and let the sergeant know you wish to do so. If the delegate wants to provide information, they may only do so by being recognized for debate.

**Appeal:** If a delegate believes the presiding officer's ruling on a procedural matter is incorrect, the delegate may appeal the ruling. The delegate should promptly go to a microphone before another speaker has been recognized and state: “I appeal the ruling of the chair.” The appeal is debatable. After debate, the chair will ask whether the ruling should be sustained. A majority in favor or a tie vote sustains the chair's ruling. A

majority vote in opposition reverses it.

**Questions:** If a delegate wishes to make a motion and is not sure how to proceed, the delegate should ask the presiding officer. Any questions or concerns about the process used during the House of Delegates must be made known and addressed during the session. Questions or concerns cannot be addressed after the session.

## STANDING RULES FOR THE HOUSE OF DELEGATES

**Rule 1:** The official language of this Convention shall be English. Simultaneous interpretations may be made available, as designated in the official program.

**Rule 2:** Only delegates may present or speak on motions and vote.

**Rule 3:** Only delegates may be seated in the area designated for delegates.

**Rule 4:** The House of Delegates shall allow delegates to leave and re-enter; however, ballots (written or electronic) shall not leave the house. Delegates leaving the House early must surrender their ballots to an Elections Committee volunteer at the pass-out door; ballots will be returned to delegates upon re-entry to the house. In no case will a delegate be allowed to cast a ballot for any votes conducted in their absence.

**Rule 5:** Any main motion or amendment shall be written in English, signed by the maker and seconder, and presented to the secretary treasurer or designee before it is moved.

**Rule 6:** No delegate may speak in debate more than two (2) minutes at a time unless allowed to do so by a majority vote of the delegates.

**Rule 7:** No delegate may address the assembly a second time on the same question until all other delegates who desire to speak on the topic have spoken.

**Rule 8:** The maker of a motion shall be entitled to speak first in support of such motion or may immediately yield the floor to another delegate.

**Rule 9:** Microphones shall be designated by number. Speakers for the main motion shall use the odd-numbered microphones, and speakers against the main motion shall use the even-numbered microphones. Debate on each issue will begin at microphone one and the chair will then recognize each microphone in sequence.

**Rule 10:** A delegate shall not speak for or against a motion and move to close debate on the same recognition.

**Rule 11:** An assistant Sergeant at Arms shall be positioned at each microphone to relay to the chair priority motions, such as a point of order, a point of information, etc. Any microphone may be used to make priority or secondary motions.

**Rule 12:** Debate on main motions (i.e., any resolution or proposed amendment to the bylaws) shall be limited to 15 minutes, at which time the vote shall be taken on the resolution or amendment, unless the house, by a majority vote, orders debate to be extended. Debate on debatable secondary motions from the floor, such as amendments or motions to refer, shall be limited to five (5) minutes, which shall not apply to the 15-minute limit on debate on the main motion. Debate may be closed by a two-thirds (2/3) vote on any immediately pending motion or series of motions at any time.

**Rule 13:** If the submitting body wishes to withdraw a motion after it has been moved and seconded, the house, by a majority vote, may grant permission for withdrawal.

**Rule 14:** Subject to the discretion of the chair, no proposed amendment to the bylaws shall be introduced later than 15 minutes before the scheduled adjournment of any session.

**Rule 15:** Candidates for the offices of EC&C Governor and Governor-Elect may have one (1) nominating speech not to exceed three (3) minutes.

**Rule 16:** Candidates for the office of Vice Governor shall have a nomination not to exceed one (1) minute, and each candidate shall have up to five (5) minutes to personally address the House of Delegates. In the event of a run-off election, each of the candidates involved shall return to the stage before the second ballot to present remarks not to exceed two (2) minutes.

**Rule 17:** Candidates whose remarks require interpretation shall be allowed no more than twice the normal time limit for the presentation of their remarks and interpretation combined. Candidates must provide their own interpreters.

**Rule 18:** In any election where the number of candidates is equal to the number of seats to be elected, the

election may be held by voice vote.

**Rule 19:** Any of the above rules may be suspended by a two-thirds (2/3) vote.

**Rule 20:** The most recent edition of Roberts Rules of Order Newly Revised shall be the parliamentary authority for all matters of procedure not specifically covered by the bylaws of Kiwanis International and these standing rules.

**Rule 21:** The EC&C Board and Staff are authorized to make non substantive corrections that may be necessary as a result of adopting Bylaw amendments that cause unintentional conflicts or inconsistencies in terminology, grammar, numbering, cross-references, etc.

## Proposed Amendment 1

### Revision of EC&C District Bylaws to match Kiwanis International Standard Form for District Bylaws. (housekeeping)

**Submitted by:** the Eastern Canada & the Caribbean District Board

**Purpose:** To ensure the EC&C bylaws match the Kiwanis International Standard Form for District Bylaws

**Effective date:** May 2, 2026.

**Financial impact:** None

**Board's position.** The district is required to ensure their bylaws match the Kiwanis International Standard Form for District Bylaws

- In June of 2025 the Kiwanis International Board made changes to the Kiwanis International Standard Form for District Bylaws
- Districts were encouraged to submit these amendments to the annual District Conventions for delegate approval.
- Since the EC&C District convention was in May 2025 the amendment comes before the 2026 District Convention
- The Standard Form for District Bylaws is designed to reflect the basic requirements that Kiwanis International has for Kiwanis district operations. Therefore, when changes are made to the Standard Form, districts must adopt them. **Districts may not reject those changes.**
- Article 13, Section 3 states, If the Kiwanis International Bylaws are amended in such a way that necessitates revisions to the Standard Form for District Bylaws, the District House of Delegates shall amend the District Bylaws at the next annual convention to reflect such revisions.

#### • ARTICLE 3. DISTRICT OFFICERS

##### Section 2.

- Each district officer shall be an active member\*\* in a club\* of the district. Each trustee shall be a member\*\* of a club\* in the region from which they are elected. Each lieutenant governor shall be a member\*\* of a club\* in the division from which they are elected. However, if there is no member\*\* from a club\* in a particular division qualified and willing to serve as lieutenant governor, a member\*\* of a club\* in another division may serve. Each candidate for the office of governor, governor-elect, and vice-governor (if any) also shall have a clear-satisfactory criminal history background check conducted and verified by Kiwanis International.**
- ~~Each District Officer shall be an active member\*\* in a club\* of the district.~~
- The Governor, Governor-elect, and Vice-Governor must have completed one full term as Lt. Governor and shall have and maintain a clear **satisfactory** criminal history background check conducted and verified by Kiwanis International. In the case of candidates from Canada, they shall also have a clear **satisfactory** Vulnerable Sector Check conducted by local Canadian Police and verified by the District.

- ~~c. Each District Trustee shall be a member\*\* of a club\* in the region from which elected and must have completed one full term as a Lt. Governor.~~
  - ~~d. Each Lieutenant Governor shall be a member\*\* of a club\* in the division from which elected and must have completed one full term as a club president. However, if there is no member\*\* from a club\* in a particular division qualified and willing to serve as lieutenant governor, a member\*\* of a club\* in another division may serve.~~
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## ARTICLE 7. NOMINATION AND ELECTION OF OFFICERS

### Section 3c

- a. Qualified candidates for Governor, Governor-elect, and Vice-Governor in the year of the nomination:
    - Must submit a signed agreement provided by Kiwanis International to fulfill the duties of office.
    - Must have a clear **satisfactory** criminal history background check conducted and verified by Kiwanis International.
    - In the case of candidates from Canada, they shall also have a clear **satisfactory** Vulnerable Sector Check conducted by local Canadian Police and verified by the District.
    - Shall not be considered a candidate for the respective office:  
Unless he/she has completed one full term as a Lieutenant Governor.  
During the term he/she is currently serving as Lieutenant Governor or District Trustee
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## ARTICLE 9. DISCIPLINE OF OFFICERS

### Section 2

- a. Conduct unbecoming a member of the Kiwanis family” is defined in Kiwanis International Policy as any conduct that:
  - **Constitutes harassment of another individual based on race, color, creed, national origin, age, or sex, including sexual orientation and gender identity; or**
  - **Constitutes a criminal act that is clearly incompatible with the best interests of the public or of members of the Kiwanis family; or**
  - **Constitutes repeated offensive or obnoxious behavior at Kiwanis events and activities as determined by at least two-thirds (2/3) of the board of directors of a club or district as it relates to conduct unbecoming charges at the club or district level.**
  - is incompatible with the best interests of the public or of members of the Kiwanis family; or
  - tends to harm the standing of Kiwanis in the local or global community.

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**ARTICLE 13. AMENDMENTS**

Section 3

**Section 3. If the Kiwanis International Bylaws are amended in such a way that necessitates revisions to the Standard Form for District Bylaws the District Board shall amend the district bylaws at the next regularly scheduled board meeting to reflect such revisions and shall inform clubs and members.**

~~the District House of Delegates shall amend the District Bylaws at the next annual convention to reflect such revisions.~~