

## RESOLUTIONS SUBMISSION PROCESS 2021

### FORMAT, LENGTH AND NUMBER OF RESOLUTIONS:

Resolutions should provide a brief background on why the issue is important, in the form of two or three “whereas” clauses, followed by a suggested action, in the form of a “therefore, be it resolved” clause. It should be noted that *only* “therefore, be it resolved” clauses shall be binding. Please keep resolutions to a maximum of 300 words.

Chapters or groups of members submitting resolutions are asked to decide their priorities and submit a maximum of two resolutions.

### CONTENT:

Resolutions should relate but are not limited to one of the key areas outlined in the Council of Canadians' Statement of Purpose: a just recovery from the COVID-19 pandemic, clean water, fair trade, strengthened public health care, climate justice and democracy. We challenge corporate power and influence and strengthen our democracy. We protect the commons – ecological, social and cultural resources shared by all – from privatization and abuse. We work for social, economic and environmental justice.

We encourage consultation of the Council’s strategic plan (attached) when drafting resolutions. More information about the Council’s work can be found at [About Us | The Council of Canadians](#).

The resolutions committee will group resolutions into the categories listed below, to broadly align with our national campaigns, as well as governance issues and other issues in which the Council engages. The purposes of grouping resolutions is two-fold: to organize discussion at the AMM; and to encourage chapters and members when they are crafting resolutions to keep in mind what action they are seeking and who (campaigner, staff, board, membership at large, etc) they envision carrying out that work.

#### 1) Policy Resolution

- **Purpose:** to expand and deepen the Council’s policy framework to address ongoing issues and to provide staff, chapters, and members with a clear guidance as to the Council’s policy positions
- **What it is:** A policy position statement
- **How they’re used:** These statements will serve as a background to our policy and campaigning work, will inform decisions for signing on to letters when requested or drafting our own letters. They will inform any future relevant campaigning.
- **Deadline for action:** Posted within 2 months of the AMM.
- **Resources & staff time required:** Staff time to post to channels.
- **Requirements:** that they be in line with the mission, vision, and values of the Council of Canadians

#### 2) Action Resolution

- **Purpose:** To commit the Council to intervene in a political process before the next AMM. These resolutions speak to issues that are timely and deserve input from the Council of Canadians but are not core campaigns that require sustained, long-term resources. They may be accomplished by anything from one action to a smaller number of actions, over a defined period of up to four months.
- **What it is:** directing our members in a single action or single arc of actions in support of an issue or cause.
- **How they’re used:** Examples of follow-up actions might include (but are not limited to) drafting and sending a petition, sign-on letter, online action, hosting a webinar or speakers event, creating a public education resource, etc.
- **Deadline for action:** This will be implemented before the following AMM, with a meeting with drafters within 2 months after the AMM. At this meeting, part of what will be determined is a SMART goal (Specific, Measurable, Achievable, Relevant, and Time-bound), from which staff will create and implement a workplan.
- **Resources & staff time required:** Minimal but with some changes to the operational plan.
- **Requirements:** that they be in line with the mission, vision, and values of the Council of Canadians.

#### 3) Campaign Resolution

- **Purpose:** To mobilize Council staff, chapters and members toward a strong political goal over a period of time. This may include a new campaign under one of the Council’s stated areas of concerns, or suggesting a new area of concern. Fulfilling these resolutions require substantive resources and, therefore, require substantive planning and deliberation with attention to the full organization’s strategic and operational plans.
- **What it is:** To commit the Council to considering a campaign that will entail the use of its resources and focus its staff and chapters on a specific issue.
- **How they’re used:** Campaign suggestions will be considered as part of the next scheduled strategic or operational planning process.

- **Deadline for action:** initial conversation with drafters and impacted staff within two months of the AMM.
- **Resources & staff time required:** Substantive. There may be more than one staff person assigned to lead the project, over a year or more, with a full budget.
- **Requirements:** These resolutions must have a clear coherence with the Council's strategic planning process. Drafters are asked to participate in a strategy screening process soon after the resolution passes (within two months) to clarify goals and outcomes of the campaign. Must above all else speak to the Council's mission and core purpose as an organization.

#### 4) Bylaws and governance resolutions

- **Purpose:** To change the Council's governance policies or practices by amending existing bylaws or introducing new bylaws.
- **What it is:** These address areas of the Council's governance including bylaws, constitution or financial oversight.
- **How they're used:** Direct changes to the Council bylaws.
- **Deadline for action:** Updates are made immediately following the AMM, and bylaws come into force once passed.
- **Resources and staff time required:** Variable, depending on the recommended change.
- **Requirements:** Must be in line with relevant Canadian law(s) and ensure strong organizational practice and policy.

#### **WHO CAN SUBMIT RESOLUTIONS:**

Resolutions may be submitted by the Board of Directors, a Council chapter, or by a minimum of three Council members in good standing.

#### **DEADLINE AND HOW TO SUBMIT:**

Resolutions must be received by **Tuesday, May 25 at 11:59 p.m. PST**. After this date, only emergency resolutions on issues that could not have been foreseen by the deadline will be considered. All resolutions should be sent to Jeannette Muhongayire ([jmuhongayire@canadians.org](mailto:jmuhongayire@canadians.org)).

Resolutions we receive will be reviewed by the resolutions committee prior to their being circulated to all Council members. The committee will work with the Chapter or group of members that submitted each resolution to ensure it meets the formatting guidelines (including clear and appropriate language), that it reflects the Council's purpose and values. We will be asking resolutions to be focused: written in language that expresses a clear request to action, with implicit understanding of who is being asked to carry out that action.

**Please include an email address and phone number of the contact person for the resolution.**

#### **ADVANCE CIRCULATION OF RESOLUTIONS:**

Resolutions will be circulated to Council members by **May 28, 2021**, prior to the AMM, so that members can discuss the resolutions in advance of the AMM.

Given the limited time available to deal with resolutions, and in accordance with the Chapter Task Force recommendation, resolutions will be put to a democratic **prioritization process**, whereby Council members will have the opportunity to rank the resolutions within each category, "Policy", "Action", "Campaign", and "Bylaws and Governance". Details of how to vote in this prioritization are to follow. Depending on the number of resolutions received, the number considered may need to be limited in particular categories. The resolutions committee may recommend combining similar resolutions (with the movers' consent) to allow us to deal with as many resolutions as possible.

#### **RESOLUTIONS TOWN HALL**

In order to allow a greater amount of time for discussion of resolutions, a separate resolutions town hall will take place the weekend prior to the AMM - details to follow. Discussions and any proposed amendments resulting from this town hall shall **not** be binding, but may help the efficacy with which resolutions are formally dealt with at the AMM.

#### **EMERGENCY RESOLUTIONS:**

Emergency resolutions on issues related to the Council's mandate that have arisen after the May 25th deadline (*on matters that could not have been foreseen before this time*) may be submitted to the resolutions committee with an explanation of how the resolution qualifies as an emergency. These resolutions should be sent to Jeannette Muhongayire, as far as possible in advance of the AMM. The final deadline to receive such resolutions is 11am PST on Saturday, June 19<sup>th</sup>, 2021.

#### **NOTES AND REMINDERS**

Resolutions can be submitted to the Board of Directors at any time throughout the year. The resolutions committee will receive and guide deliberation of such resolutions as they are received.

Any resolutions that are not addressed at the AMM will be referred to the Board of Directors.

The Chapter Handbook provides guidelines and a sample resolution to which chapters may refer when planning their resolutions.