

HOW TO SUBMIT RESOLUTIONS 2026 ANNUAL MEETING OF MEMBERS (AMM)

FOR ASSISTANCE

The Chapter Handbook provides guidelines and a sample resolution to which chapters may refer when planning their resolutions. In addition, the Resolutions Committee chairperson, Robin Tress, is available to assist you. Contact her at robin.tress@gmail.com.

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.

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” information clauses followed by a “therefore be it resolved” proposed action.

WHEREAS.....; and

WHEREAS.....; and

WHEREAS.....,

THEREFORE BE IT RESOLVED that.....

Please decide your priorities and submit a maximum of two resolutions, with a length of up to 300 words each. The committee chair may assist you to write the resolution within this word count maximum.

CONTENT

Resolutions should relate, but are not limited, to one of the key areas outlined in the Council of Canadians' Statement of Purpose and strategic plan. These include:

- The human right to water
- Transparency and accountability for big tech
- Public health care
- Climate justice
- Fair trade

- Challenging corporate power
- Strengthening our democracy
- Protecting the commons – ecological, social and cultural resources shared by all – from privatization and abuse.
- Social, economic and environmental justice

More information about the Council's work can be found at <https://canadians.org/about> and the strategic plan at <https://canadians.org/resource/strategic-plan/>

CATEGORY GROUPS

The resolutions committee will group resolutions into four categories. In all cases, they must align with the mission, vision and values of the Council of Canadians.

Once grouped, the committee will also provide additional information regarding the approximate cost and resources that would be required to support the resolution, if approved.

CATEGORIES

1) Policy

Purpose: To confirm or create a policy position statement.

How they're used: These statements support our policy and campaign work. They 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: Minimal - mostly staff time to post.

2) Action

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 but are not core campaigns. They may be accomplished by anything from one action to a smaller number of actions, over a defined period of up to four months.

How they're used: Examples include 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: A meeting with submitters within 2 months after the AMM to discuss a work plan, and then implemented before the following AMM.



Resources & staff time required: Minimal, but with some changes to the operational plan.

3) Campaign

Purpose: To mobilize Council staff, chapters and members toward a strong political goal over a longer period of time. This may include a new campaign under one of the Council's stated areas of concerns or suggesting a new area. Fulfilling these resolutions requires substantive resources and, therefore, requires 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 to initiate a strategy process, and clarify goals and outcomes.

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. Campaigns can range in cost from \$50,000 to \$500,000 per year.

4) Bylaws and governance

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 Constitution and Bylaws.

How they're used: Direct the Council board and staff on governance matters.

1. **Deadline for action:** Come into force immediately, unless a later date is specified.
2. **Resources and staff time required:** Variable, depending on the recommended change.
3. **Requirements:** Must be in line with relevant Canadian law(s) and ensure strong organizational practice and policy.



HOW TO SUBMIT:

There are 3 ways to submit:

1. Online form – [Website](#)
2. Email – Attn: Resolutions Committee at robin.tress@gmail.com
3. Mail – Attn: Resolutions Committee, Council of Canadians,
#200 - 240 Bank St. Ottawa, ON K2P 1X4

DEADLINE

Resolutions must be received by **May 15, 2026 at 11:59 p.m. PST.**

Please include an email address and phone number of one contact person for each resolution.

NEXT STEPS

Resolutions received by deadline will be reviewed by the resolutions committee, who will:

1. Confirm that requirements have been met
2. If necessary, consult with the submitter for clarification etc.
3. Combine identical or similar resolutions into composites, with agreement of the submitters
4. Group into one of the four categories (Policy, Action, Campaign, Bylaw)
5. Determine approximate cost and resource/staffing needs if approved
6. Circulate to all Council members as part of the AMM notice package

ADVANCE CIRCULATION OF RESOLUTIONS

Resolutions, along with information about approximate cost and resource/staffing needs, will be circulated to Council members by **mid-May**.

TOWN HALL

A resolutions town hall will take place **Saturday, May 30, from 1-3p.m. ET** to obtain clarification and ask questions. Debate and amendments need to wait for the actual AMM. Details on this town hall will be sent to members via email.



RANKING

After the Town Hall, Council members will be invited to participate in a ranking process on-line between **May 31 - June 7**. This ensures that the high-priority issues get discussed, and if short on time, the remaining resolutions will be referred to the Council's board for a decision. The resolutions in each category will be announced **June 9**, and will then be brought forward in priority order during the AMM.

Due to the time constraints at the annual meeting, we put in place an opportunity for the membership to rank the resolutions for discussion. Any resolutions we do not have time to discuss at the annual meeting will be followed up by the incoming Board of Directors.

EMERGENCY RESOLUTIONS

Emergency resolutions are only accepted on issues related to the Council's mandate that could not have been anticipated before the normal deadline. Include an explanation as to why this should be considered as an emergency matter. The final deadline to receive such resolutions is **8 a.m. PST on June 7, 2026**.

OUTSTANDING RESOLUTIONS

Any resolutions that are not voted on during the AMM will be referred to the Board of Directors.

