

Resolutions 101

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Classification: Protected A

Alberta

Why are well written resolutions important?



Maintain Credibility of ASBs

What is a Resolution?

res-o-lu-tion

[rez-uh-loo-shuhn]

noun

1. A formal expression of opinion or intention made, usually after voting, by a formal organization, a legislature, a club or other group. Compare concurrent resolution, joint resolution.

Dictionary.com

Additional Definitions

- Main motion in parliamentary procedure which expresses the Assembly's formal opinions or sentiment
- Written suggestions for addressing a specific issue or problem
- Proposal that asks a body to take a position or action
- Written proposal on how to solve the problem at hand

Heading
Preambulatory Clauses
Operative Clauses
Background

Parts of a Resolution

WHEREAS STATEMENTS

- WHEREAS is capitalized
- Each statement ends with a semicolon
- WHY you want the organization to do something

A resolution cannot be accepted without Background Information

WHEREAS

WHEREAS

WHEREAS

THEREFORE BE IT RESOLVED
THAT ALBERTA'S AGRICULTURAL SERVICE BOARDS REQUEST

SPONSORED BY:

MOVED BY:

SECONDED BY:

CARRIED

DEFEATED

STATUS

DEPARTMENT

TITLE

IT
MUST
BE ALL
CAPITAL

OPERATIVE CLAUSE (TBIR)

- Require 1 TBIR statement
- May have up to 2 Further Therefore Be It Resolved Statements
- WHAT you want the organization to do

BACKGROUND INFORMATION

Background information should include the history of the issue, potential impacts for the sponsoring municipality and the province-wide impacts for municipalities.

When Do We Have to Do Things By?

Resolution Process Timelines

Prior to Regional Meetings



After Regional Meetings

Immediately Following	• Send Regional Resolutions for response & as information for ASB Provincial Committee
December 1st	• Provincial Resolutions submitted to Secretary of ASB Provincial Committee
Early December	• ASB Provincial Committee meets to review Provincial Resolutions
December 15	• Amended resolutions submitted to Provincial Committee Secretary
December 20	• Resolutions & Report Card sent out

What happens if things don't get submitted on time?

Late Resolutions

Late Resolutions Regional Meetings

- Regional Conferences
 - Not submitted to Regional Secretary 4 weeks prior to meeting
 - Must be accepted by simple majority by assembly
 - Sponsoring municipality must bring adequate copies for everyone to review

Questions???

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