



## **Resolution Policy**

**As of March 26, 2010**

## 1. INTRODUCTION

Resolutions are a key to providing grassroots participation by eligible producers to the Alberta Barley Commission (ABC) in the affairs and direction of the Commission.

Resolutions are a formal statement by eligible producers that must be considered by the Board of Directors.

In order for a resolution to be effective, it must be clear, concise and factual.

***The Alberta Barley Commission Resolutions Committee shall consist of:*** Two Directors of the Alberta Barley Commission and one delegate, which are to be appointed by the Board. The selection of the Resolutions Committee Chairman shall be one of the two Directors and the appointment is to be made by Board. As much as possible the widest representation for the regions will be sought in the appointments.

## 2. RESPONSIBILITIES OF ALBERTA BARLEY COMMISSION RESOLUTIONS COMMITTEE MEMBERS

### ***The Committee Chair shall:***

- 1) Call and Chair any Resolutions Committee meeting prior to the Annual General Meeting.
- 2) Chair Presentation of Resolutions at the Annual General Meeting.
- 3) Vote only to break a tie.
- 4) Receive resolutions from the Regional Meetings.
- 5) Provide copies of resolutions for Resolution Committee Members.
- 6) Forward copies of the resolutions to the Board Chairman.

### ***The Resolutions Committee shall:***

- 1) Make sure the resolutions are correctly written and in proper form.
- 2) Request clarification for a resolution from the sponsoring eligible producers in terms of wording, intent, etc.
- 3) Amalgamate two or more resolutions if they are of similar topic and intent, providing that approval is given from the sponsoring eligible producers.
- 4) Withdraw a resolution for consideration at the AGM if the resolution:
  - a. Cannot be dealt with by the ABC (not within the Commission's powers to enact)
  - b. Has been resolved prior to the AGM
  - c. Has been covered by another resolution
  - d. Cannot be clarified or an agreement reached on proper form
- 5) Schedule the order of the resolutions for consideration at the AGM.
  - a. Contradictory resolutions that occur will be dealt with consecutively.
  - b. The first received shall be deemed the first to be presented
  - c. If the first of the contradictory resolution is passed, the contradicting resolution will be deemed defeated, and will not be subsequently brought to the floor for debate.
  - d. If the first resolution is defeated, the contradicting resolution will be brought to the floor for consideration.
- 6) Make available hard and or electronic copies of the resolutions to the eligible voting delegates at the AGM.

- 7) Attend resolution screening meetings, assist in the presentation of resolutions to the AGM and any follow-up meetings.

### **3. PREPARING RESOLUTIONS**

A resolution is the written statement and proposed solution of a problem that is presented to an appropriate body for their consideration and action. A resolution must **always be presented in writing**. If it is presented orally, it becomes a motion, not a resolution.

It is desirable and preferable that a resolution be made up of two parts. The first part called the preamble is a statement of the problem and the reason(s) for the resolution. The second part is the body of the resolution and states what is desired to bring about possible resolutions of the problem, and may suggest how the problem should be handled.

#### **Preamble**

- The statement of the problem
- Uses the word WHEREAS at the beginning of each important explanatory statement in the preamble.
- Make sure that the statements that are made about the problem are based on fact. If you have supporting figures to back up the facts include them.
- Be clear and specific. Explain the problem sufficiently so that it can be readily understood by anyone who reads it.
- Be brief. Include only pertinent information.

#### **Body**

- The statements of the resolution.
- Uses the words THEREFORE LET IT BE RESOLVED THAT to introduce the resolution.  
If there is more than one part to the body of the resolution, use the words BE IT FURTHER RESOLVED THAT to introduce other parts.

Resolutions cannot rise from the floor of the AGM for consideration in that years AGM, they can be taken into consideration by the respective Director for that region for consideration at the next years regional meeting

### **4. RESOLUTION PROCESS AT REGIONAL LEVEL**

- 1) Any ELIGIBLE PRODUCER may raise a resolution by presenting it in writing signed by a mover and seconder to their regional director at a regional meeting.
- 2) Eligible producers may raise resolutions at any time of the year, but resolutions must be passed at a Regional Meeting.
- 3) Resolutions passed at the Regional Meeting must be passed on to the Resolutions Committee within seven days of the Regional Meeting.

### **5. RESOLUTIONS PROCESS AT THE RESOLUTION COMMITTEE LEVEL**

- 1) On receipt of resolutions from Regional Meetings, the chairman of the Resolution Committee may take further steps to clarify and research resolutions received.
- 2) The Resolution Committee will meet the week following the last Regional meeting to review all resolutions.
- 3) The Resolution Committee at the resolution meeting can:

- a. Withdraw any resolution that is contrary to Alberta Barley Commissions Policies as set under the Marketing of Agricultural Products Act.
  - b. Combine and consolidate resolutions after consultation with originating producer/s.
  - c. Withdraw resolutions that are already in effect.
  - d. Secure re-writing, including additions, to either the body or preamble of any resolution with the agreement of the original mover and seconders.
  - e. Place the resolution on the agenda for debate at the AGM.
  - f. The Resolutions Committee shall print resolutions and a copy of the resolutions shall be made available for the eligible voting delegates at the AGM.
- 4) The Resolutions Committee may draft and submit resolutions if they are of urgent nature.
  - 5) Resolutions received that were not presented and voted on at a Regional Meeting shall be designated **Late Resolutions**. They will be reviewed by the Resolutions Committee and may be considered at the AGM if they meet the following criteria.
    - a. An issue that has arisen since the Regional Meeting regarding Legislation or Policy.

## **6. PROCEDURES**

- 1) Resolutions submitted by the Alberta Barley Commissions Resolutions Committee shall be handled in numerical order first unless 3/5 of the voting producers at the AGM agree to accept a resolution out of numerical order.
- 2) Each resolution must be moved and seconded.
- 3) The Chairman shall call on the Mover to speak then call the person that seconded the resolution to speak followed by anyone else wishing to speak to the resolution.
- 4) No amendments to regional meeting resolutions will be allowed at the AGM.
- 5) Only one amendment to an emergent resolution will be accepted at a time and only one amendment to the amendment will be accepted on any emergent resolution.
- 6) The mover and seconder are allowed five minutes in total to speak to the resolution. The seconder may waive his right to speak and the mover would be allowed the full five minutes. The Mover has the right to close the debate and a maximum of three minutes will be allowed for this.
- 7) All other speakers to the resolution are allowed a maximum of two minutes and you may only speak once to a resolution.
- 8) The Chairman of the assembly votes only to break a tie, and then must do so to preserve the status quo.

## **7. VOTING AND SPEAKING**

- 1) An eligible voting delegate or non-voting producer may request to have a person provide clarification to a Resolution.
- 2) All Resolutions are passed or defeated by simple majority of votes by eligible voting delegates except for bylaw changes that require a 2/3 majority.
- 3) Late resolutions from the floor must receive a 3/5 majority of the vote.

## **8. AMENDMENTS TO RULES OF PROCEDURES**

- 1) An amendment to these Rules of Procedure may be recommended by
  - a. The Resolutions Committee, or

- b. Any voting eligible producer at the AGM
- 2) Amendments shall be presented at the AGM and voted on by the eligible producers
- 3) Amendments that are carried will take effect at the conclusion of the AGM.
- 4) The Resolutions Committee can implement amendments that do not alter the spirit or intent of these Rules of Procedure

## Sample Resolution

### Land Use

- **Whereas:** *The Canadian population is rapidly increasing and requires land for residences and businesses in cities, towns, and rural areas, thereby diminishing non-replaceable farm and ranch lands for producing grains, oilseeds, pulses, forages, livestock, and poultry, and*
- **Whereas:** *Some counties and municipalities permit four 5-acre subdivisions per quarter section of land, and*
- **Whereas:** *Normal farming and ranching practices will be severely impaired by complaints and lawsuits by acreage owners, arising from animal waste odours, fertilizing, noise, night operations, chemical application, and dust, and*
- **Whereas:** *Increased liabilities, restriction of equipment movement, cut fences, open gates, and crop damage caused by all-terrain vehicle operators, dog problems, water quality, and increased sewage and household waste disposal, will become a serious issue, and*
- **Whereas:** *The peaceful country lifestyle enjoyed by existing rural dwellers will disappear with multiple residences on a quarter section under the present method of subdivision approval, and*
- **Whereas:** *The voting majority of agricultural residents and the right to manage their farming operations will become extinct with increased land fragmentation.*
- **Therefore be it resolved:** *That the Alberta Barley Commission actively lobby the Alberta Government and the Canadian Federal Government to develop and provide counties and municipalities strict development guidelines to prevent restrictive fragmentation of rural land and preserve a viable agricultural land base, thereby sustaining a strong Canadian agricultural economy for producing, processing, and marketing products that benefit future generations of Canadian citizens.*

**NOTE: At the March 26, 2010 Board meeting, the following motion was passed:**

That the following communications on resolutions occur annually:

- *At the Annual General Meeting:* provide proposed resolutions in print at minimum the day prior to voting to the directors and delegates so resolutions can be reviewed in advance
- *In Barley Country:* that both the accepted and defeated resolutions from each Annual General Meeting will be published in Barley Country

- *In the Director and Delegate Newsletter:* resolutions put forward by each region for vote at the Annual General Meeting will be included in this newsletter; both accepted and defeated resolutions from each Annual General Meeting will be included in this newsletter; brief updates throughout the year on the work being done toward accepted resolutions will be included in this newsletter
- *On the website:* accepted resolutions will be posted on the Commission's public website
- *E-mail:* resolutions put forward by each region for vote at the Annual General Meeting will be circulated before the Annual General Meeting to all directors and delegates via email.