



Moving an issue forward: Resolutions and actions

Fall 2022 Consultation

So you are concerned about an issue and want to move it forward?

The CCR is a great place to find like-minded people who share your concern and with whom you can work to:

- learn more about an issue
- raise awareness about the issue
- strategize about the best way to solve the issue
- develop an action plan

The strength of the CCR is its members. You cannot expect to bring an issue forward and have “the CCR” solve it. But with your efforts you can use the CCR and its members to make important advances.

A. First steps: reaching out to others

- Identify which Working Group your issue relates to. Most issues move forward through a Working Group, so it is important to figure out which Working Group you should go to.
- Find out if anything has already been done on the issue. Read the Working Group handouts (available from the relevant WG page). Check the [CCR resources](#) and the [CCR resolutions](#). Or speak to others familiar with the CCR activities.
- Contact the co-chairs of the relevant Working Group.
- Reach out to others at the consultation to see who wants to join them in conversation about an issue.

B. Consider possible actions

Here are some of the actions that you might want to propose.

- Hold a virtual meeting with interested members
- Research the issue (e.g. collect examples from members)
- Raise with government (through a letter, at a meeting)
- Organize a workshop at a future consultation
- Propose an action for members
- Prepare a practical resource for members

Any actions should be brought forward to the relevant Working Group meeting.

C. Resolutions

What are resolutions for?

- To establish CCR policy positions

CCR Executive, Working Groups, staff and members are guided by the resolutions when speaking to government, Parliament and media.

When might we need a resolution?

- To guide CCR on new issue (e.g. new law introduced, or issue CCR hasn't previously spoken on)
- To change existing policy position (previous resolution)

The CCR already has a lot of resolutions, which give us policy on most issues we want to address. You can read past resolutions at ccrweb.ca/en/resolutions.

We do not adopt resolutions when it is not a policy position – for example, to propose an action or to comment on specific fact situations.

Process for adopting a resolution

Resolutions must be:

- Prepared on the [Resolution Form](#). You may want to consult with a Resolution Committee member. Alert the co-chairs of the relevant Working Group before the Friday meeting that you plan to bring a resolution forward.
- Approved by the relevant Working Group at its meeting Friday afternoon
- Submitted to Resolutions Committee (email jdench@ccrweb.ca) by 5:30pm Friday afternoon
- Presented on Saturday by mover and seconder.

Resolution checklist process

- Is this a policy position?
- Is there already a resolution on this?
- Is this the right Working Group? Does another Working Group need to be consulted?
- Do we know enough about this topic to decide on policy?
- Do we agree with the proposed policy? (This affects **you as members!**)

Immigration and Settlement (I&S)	Overseas Protection and Resettlement (OPR)	Inland Protection (IP)
ccrweb.ca/IS	ccrweb.ca/OPR	ccrweb.ca/IP
Co-chairs: Claudine Uwingabiye claudine.uwingabiye@alpaong.com Loly Rico lolyrico@fcjrefugeecentre.org	Co-chairs: Hugo Ducharme hducharme@jesuites.org Roya Atmar Roya@cciottawa.ca	Co-chairs: Anne Woolger anne@matthewhouse.ca Mariana Martinez Vieyra mariana@vast-vancouver.ca
Resolution Committee Members		
Catherine Bruce cbruce101@icloud.com (OPR)		Jenny Jeanes jeanes@actionr.org (IP)
Jacques Bertrand jacques@rivo-resilience.org (I&S)		Clement Kanuma clement.kanuma@gmail.com

D. Resolutions Process: Formal rules

- Resolutions must **first be adopted by a CCR Working Group or by the Executive**.
Resolutions may be brought forward by representatives of member organizations, or by individual members. Before the resolution is adopted, designated members of the Working Group or the Executive should endeavour to ensure that the resolution conforms with the following required criteria:
 - facts are correct;
 - a policy position is stated;
 - purpose and effect are clear;
 - resolution is not repetitive of previously-adopted resolutions;
 - resolution does not unintentionally contradict previously established CCR policies;
 - wording is constructive and consistent with CCR goals;
 - names of the mover, seconder and source Working Group (or Executive) are listed;
- Resolutions must be submitted in a legible format to the Resolutions Committee by 5:30 p.m.** on the day before the general meeting, except in the case of an emergency resolution.
- The **Resolutions Committee** shall consist of at least four members of the Executive, selected to ensure that there is representation from each of the Working Groups. Additional Resolutions Committee members can be appointed by the Executive if required.
- The Resolutions Committee shall review all resolutions before they are submitted to the membership at the General Meeting to ensure that the resolutions procedures have been

followed, and that the resolutions conform with the criteria listed above. Should there be concerns regarding a resolution, the Resolutions Committee may take the following steps:

- a) If appropriate, the Resolutions Committee may suggest minor amendments to the movers and seconders. With the agreement of the mover and the seconder, a resolution will go forward as amended.
 - b) If the mover and seconder do not agree to proposed amendments, or are not available for consultation, and the concerns are judged to be minor, the Resolutions Committee may reserve the right to raise the concerns at the general meeting to ensure informed decision-making.
 - c) If concerns regarding the required criteria are major, or the proper procedures were not followed, the Resolutions Committee may withdraw a resolution. If a proposed resolution was properly adopted by a Working Group or the Executive, the Resolutions Committee shall make reasonable attempts to consult with the mover, seconder and a Working Group Chair prior to withdrawing the resolution.
5. The Resolutions Committee shall forward all resolutions found to meet the required criteria to the general meeting. If there is concern that there will not be adequate time to deal with all of the resolutions, the Committee may prioritize the order in which the resolutions come forward to the general meeting.
 6. At the general meeting, dissatisfied movers or seconders of resolutions that have been withdrawn may raise a request to the membership to have the resolution considered.
 7. An emergency resolution must be based on information that became available after the resolution submission deadline. Before an emergency resolution can be debated at a general meeting the membership must vote on whether or not the resolution will be entertained.
 8. A resolution coming out of a workshop held after the deadline for submitting resolutions must have been proposed at such a workshop and have been approved by a majority of those persons attending the workshop.

Adopted May 1995, amended June 1996 and June 2005