Resolution and Letters of Support Worksheet

Resolution:

- 1. A formal expression of opinion or intention made.
- 2. A formal statement of a decision or expression of opinion put before or adopted by the Assembly.
- 3. A course of action determined and decided upon in its practical form, what does a resolution look like:

A letter

A letter with a little more follow-up communication.

An initiative where it's taken on as a project.

Resolution – Interpretation: A promise made publicly that the TCYHA will take ownership and responsibility to ensure that the promise is fulfilled to the best of its ability.

As an organization, when we pass a resolution it is a commitment to our membership to see this action through to the end.

It is a commitment of resources.

A resolution is also a statement of our mandate or a test of the Associations mandate, and a measure of the organizations credibility.

When there is a discussion on the resolutions few questions should immediately come to mind:

Is this the business of the TCYHA.

Is the intention/directive clear and concise.

Do we have the resources to fulfill this promise.

- 1. Is this the business of the TCYHA.
 - What is the business of the Association.
 - What is not the business of the Association.
 - Does it positively or negatively affect all 4 provinces.
- 2. Clarity is vitally important.
- 3. Do we have the resources to fulfill this promise.

- 4. What is the practical form of the resolution.
- 5. What is the timeline.
- 6. If we have the resources or the corporate will to fulfill this promise, are we needing:

Support from the provincial caucus

Extra funding and how will that be obtained

Partnerships

Resource Commitment eg.

An executive meeting takes approx. 8 hours of prep. For 1.5-2 hour meeting

A well-crafted letter takes 3 – 4 hours.

An initiative: undeterminable

Letters of Support Definition:

By request, the Association supports an initiative or action of a member to achieve a positive result for the member and the membership on the whole. The Association does not take ownership or act as the primary driver but brings a significant unified voice of 4 provinces supporting the drivers and also brings resources such as relationships or networks that may assist. Similarities between a Resolution and a Letter of Support either are a statement of our mandate or a test of the Associations mandate, however only the resolution is a measure of the organizations credibility.

For both, when there is discussion a few questions should immediately come to mind:

- 1. Is this the business of the TCYHA
- 2. Is the intention clear and concise
- 3. What are the expectation of the requester

Sample Resolutions or Letters of Support

Assume that all resolutions begin with: Be it resolved that the Trans Canada Yellowhead Highway Association will: Resolution Support:

1.	Approach the government of to ensure that there are sufficient
	washrooms on the Yellowhead
2.	Lobby against the intentions of the government of to put a bypass
	highway around the community of
3.	Actively pursue economic growth opportunities for it's members.
4.	Lobby the Federal government to control the price of gravel for our roads.

- 5. Research and identify Federal and Provincial funding opportunities to assist in infrastructure work.
- 6. Seek out additional tourism opportunities for the Yellowhead members with tourism authorities.
- 7. Advocate for a bike trail along the Yellowhead that stretches across Western Canada.
- 8. Advocate to the province of ______ to beautify the Yellowhead Corridor.
 9. Address the safety issue on Highway 16 at ______.
 10.Lobby the government of _____ to commit funds to build an overpass at to ensure the safety of the travelling public.