

## Resolution Voting Process

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This document summarizes the process used for debate, amendments, and voting on resolutions at Alberta Municipalities' annual Convention. For full details, please refer to [ABmunis' Resolution Policy](#).

### Presentation of the Resolution

- After the Resolutions Session Chair introduces the resolution, a spokesperson from the moving municipality is provided two (2) minutes to speak.
- Next, there will be a call for a speaker who wishes to speak in opposition, seek clarification, or propose an amendment to the resolution.
- Those moving or speaking in favour of a resolution will go to microphones 1 or 3. Those speaking opposed, or with a question or amendment will go to microphones 2 or 4. Microphones will be clearly marked.
- Registered elected officials who are attending virtually will use the Q&A function of Zoom to enter questions or comments, which will be read out by an ABmunis staff member in turn with speakers who are present at the microphones.
  - Please enter your name, municipality, and whether your statement is in opposition or in favour of the resolution along with a statement that can be read out by a staff member in no more than two (2) minutes.
- If no one indicates they wish to speak in opposition to the resolution, the Chair will immediately call for the vote.
- To ensure resolutions are dealt with in a fair and timely manner, ABmunis will turn off the microphone once a speaker's two (2) minutes are up.
- When there are no more opposing speakers, the Resolutions Session Chair will declare the end of the debate.
- The mover will then be allowed one (1) minute to speak to close the debate.
- Aside from the mover, a speaker cannot speak more than once on each resolution.
- When debate is complete, the Resolutions Session Chair will ask for a vote on the active clause of the resolution.

### Amendments

- For an explanation of the process for amendments, refer to sections 58-63 of the [Resolutions Policy](#).
- To avoid confusion and to help speed up the resolutions process, members are highly encouraged to submit any proposed amendment to ABmunis in writing:
  - If more than 1 day prior to the resolutions session, please email the proposed amendment to [resolutions@abmunis.ca](mailto:resolutions@abmunis.ca), or

- If the same day as the resolutions session, please email the proposed amendment to [resolutions@abmunis.ca](mailto:resolutions@abmunis.ca) and drop off a written copy to the ABmunis staff person who will be sitting at the audio-visual table at the back of the room, prior to the amendment being introduced.
- This helps ABmunis have sufficient time to input your proposed changes so it can be displayed on the screens for all voting members to view during the session.

## The Vote

- Prior to the start of Convention, all registered elected officials from regular member municipalities receive voting credentials from Simply Voting.
- These voting credentials are personalized to each elected official and will work for resolutions and Board elections.
- When the resolutions session starts all registered elected officials will be asked to log into [abmunis.dotsconnect.live](https://abmunis.dotsconnect.live). You will use your smartphone or any internet-enabled device to vote.
- Once the Resolutions Session Chair calls for the vote, voters will hit the “next vote” button at the top of their device to see the current resolution.
- Voters will have 45 seconds to cast their vote, after which they will receive confirmation on their device that their vote has been counted.
- Once the result of the vote is posted, ABmunis will move onto the next resolution.
- Resolutions that receive a simple majority of 50 percent plus one, are considered approved.

Check out the status of adopted resolutions, by visiting [ABmunis Resolutions Library](#).