

Alnwick–Haldimand Ratepayers Association (AHRPA)

Code of Conduct

Effective: June 16, 2026

Purpose

The Alnwick–Haldimand Ratepayers Association (AHRPA) is a voluntary association of ratepayers in the Municipality of Alnwick/Haldimand operating as an unincorporated association.

Our purpose is to strengthen the relationship between residents and local government by promoting transparency, accountability, and good governance.

This Code of Conduct is a commitment that members make to one another. It sets out the standards of behaviour expected of everyone participating in the Association.

1. Lawful Conduct

Members will:

- Act in accordance with applicable federal, provincial, and municipal laws.
- Represent the Association and its purpose honestly and in good faith.

2. Conflicts of Interest

All members have a shared interest in improving local government as ratepayers. That shared interest is not considered a conflict of interest.

A conflict of interest exists only when a member has a direct personal, financial, or other specific interest in a matter before AHRPA that goes beyond their general interest as a ratepayer and could reasonably be seen as affecting their judgment.

Owning property, operating a business, or living in the Township does not, by itself, create a conflict of interest.

When a conflict exists, the member will:

- Disclose the conflict to the Chair as soon as reasonably possible.
- Refrain from participating in discussion or voting on that matter.

Membership in AHRPA must not be used for personal gain or advancement.

3. Respectful Conduct

Members will:

- Treat fellow members, Township officials, election candidates, and members of the public with courtesy and respect.
- Welcome differences of opinion while avoiding personal attacks or harassment.
- Take reasonable care to ensure that public statements made in connection with AHRPA are accurate, fair, and not defamatory.

4. Speaking on Behalf of AHRPA

Members are free to express their own views. However:

- Members must clearly distinguish personal opinions from the Association's position.
- No member may represent or speak on behalf of AHRPA unless authorized to do so.

5. Meeting Conduct

Members are expected to:

- Participate constructively and help keep discussions focused on the agenda.
- Respect the Chair's role in facilitating fair and orderly meetings.
- Raise procedural concerns respectfully.
- Notify the Chair in advance if they are unable to attend a meeting whenever reasonably possible.

6. Confidentiality

Unless information has been identified as confidential by the Executive or the membership, members may openly discuss the Association's activities.

Members must not disclose confidential information obtained through their involvement with AHRPA.

7. Complaints and Enforcement

This Code is administered by the Executive, or another body authorized under the Association's governing documents.

The following principles apply:

- Complaints will be handled as confidentially as reasonably possible while ensuring fairness.
- Complaints made knowingly in bad faith or for malicious purposes may themselves constitute a breach of this Code.
- The Executive will determine, acting reasonably and in good faith, whether a complaint has merit.
- No member will face disciplinary action without receiving written notice of the concern and a reasonable opportunity to respond.

If a complaint is found to have merit, the Executive may take one or more of the following actions, depending on the seriousness of the conduct:

- Informal discussion or guidance.
- A verbal or written reminder of the expectations under this Code.
- A request to stop specific conduct.
- A written warning.
- Temporary restrictions on participation where reasonably necessary to protect the orderly operation of the Association.
- Removal from a committee, officer, or volunteer position.
- Suspension or termination of membership, subject to approval by a vote of the full membership

following due process.

A member whose membership is suspended or terminated may request reconsideration within 30 days.

Compliance

Compliance with this Code of Conduct is a condition of membership in AHRPA.