



Membership Renewal Policy

Purpose:

To establish a clear and consistent process for the renewal of membership fees for all members of the Nova Scotia Non-Profit Housing Association (NSNPHA).

Fee Structure: All members are required to pay an annual membership fee, regardless of when they join during the fiscal year.

Prorated Fees: New members who join more than six months into the fiscal year will be charged 50% membership fees.

Renewal Date: Memberships will renew on April 1, the start of the fiscal year.

Subsequent Renewals: All members, regardless of when they joined, will be charged the full annual fee at the start of the next fiscal year.

Fee structure:

*see Appendix

2. Members Code of Conduct All members are expected to uphold the values and mission of the NSNPHA and act in good faith when accessing Association services or engaging with other members.

In the event of behavior that is deemed contrary to the values of the Association or in bad faith, the NSNPHA reserves the right to review the member's conduct. This may result in warnings, suspension, or termination of membership.

Purpose:

To outline the approach for addressing situations where a member's actions are deemed contrary to the values or integrity of the NSNPHA, ensuring the protection and mutual respect of all members and the Association's reputation.

Definition of members in violation of Association values:

For the purposes of this policy, members in violation of Association values are defined as:

- Members whose activities, behavior, or public statements do not align with the values and mission of NSNPHA.
- Members who access NSNPHA services or interact with other members in bad faith, including but not limited to, dishonesty, exploitation, or harassment.

*see appendix for procedures



Nova Scotia Non-Profit Housing Association (NSNPHA) Membership Renewal Agreement

By renewing membership with the Nova Scotia Non-Profit Housing Association (NSNPHA), members agree to the following terms:

1. Membership Fees:

Membership is valid from April 1st to March 31st of each fiscal year. All members, regardless of join date, will be charged the full annual fee on this uniform renewal date.

New members joining more than six months into the year will be charged a 50% fee.

2. Member Conduct:

All members are expected to uphold the values and mission of the NSNPHA and act in good faith when accessing Association services or engaging with other members as outlined in the **Members Code of Conduct**.

By renewing membership, members affirm their commitment to these terms and to contributing positively to the Nova Scotia Non-Profit Housing Association's community.



*APPENDIX:

NSNPHA Membership fees 2025-2026

Voting members

Non-Profit Housing Provider 0 units or beds \$55

Non-Profit Housing Provider 1-10 units or beds \$85

Non-Profit Housing Provider 11-50 units or beds \$140

Non-Profit Housing Provider 51-250 units or beds \$195

Non-Profit Housing Provider 251-500 units or beds \$275

Non-Profit Housing Provider 500 + units or beds \$385

Informal Housing Group, Network, Coalition \$55

Non-Voting members

Non-Profit Associate member \$85

Associate members (Private) \$150

Government Federal \$550

Government Provincial \$330

Government Municipal – Cities \$165

Government – Municipal – Towns \$85

Government – Municipal – Rural \$55

Administrative Notes: Renewal reminders will be sent to members one month prior to their renewal date, with follow-up communications if needed.

*APPENDIX:

NSNPHA Code of Conduct Violation Procedures

Procedures:

1. Initial Review:

- If a concern arises regarding a member's conduct, a formal complaint can be submitted to the Executive Director, who will conduct an initial review. This review will assess whether the concern merits further action.

2. Investigation Process:

- If deemed necessary, the Executive Director will initiate an investigation into the matter by forwarding the complaint to the Chairperson of the Governance Committee, which may involve speaking with the member in question and other relevant parties.

- The member will be given an opportunity to respond to any allegations or concerns raised.

3. Resolution:

- **Minor Violations:** For less serious breaches, the Association may issue a warning to the member, specifying the inappropriate behavior and providing steps for rectification.

- **Serious Violations:** For more significant breaches of conduct, including repeated bad faith interactions or severe misalignment with NSNPHA values, the governance committee may recommend to the Board of directors to consider suspension or termination of membership.

4. Termination of Membership:

- In cases where a member is deemed to have acted in serious violation of this policy, the Board of directors may terminate the member's membership.

- A terminated member will be ineligible for re-application for membership for a period of [e.g., one year], or as otherwise determined by the Board of directors.

5. Appeals Process:

- Members whose memberships are suspended or terminated may appeal the decision to the Board of directors. Appeals must be submitted in writing within [e.g., 30 days] of receiving the decision.

- The Board of director's decision following an appeal will be final.