

JCRA Code of Conduct:

JCRA promotes the exchange of information on issues that impact the quality of life in our community and our Town. Additionally, it disseminates information on these issues through its website, newsletters, emails, Facebook page and our Annual General Meeting. JCRA actively seeks resident feedback to represent and reflect our community's concerns and viewpoints to our Town, Region and Provincial representatives and staff, and other community organizations.

This Code of Conduct is intended to guide how Board members of JCRA are expected to conduct themselves whilst being a member of the board, during any meeting of such board, or any meeting where the board member is the association's designated representative. While there are numerous issues that affect our day-to-day lives, the Code also aims to provide guidance and direct the Board's efforts towards issues that primarily or potentially affect the catchment area and the community residents we serve.

For the duration of their term all members of the JCRA Board of Directors agree to be bound by this code of conduct.

This policy applies to all Board members and as JCRA Board members we agree:

- To be courteous to each other, and support and assist other members in seeking the best possible solution to problems being discussed.
- To agree that the purpose of the meeting is to benefit all Residents generally, and not specific residents, unless otherwise agreed by the Board.
- To follow the guidance of the Chair in the conduct of the meeting, including discussions that are guided by the agenda.
- To hear and represent the widest possible range of views. This means rigorous mutual respect for one another's rights to speak and to be heard and honouring the decision of the majority after the differing views have been expressed.
- To provide an environment in which all individuals are treated with respect and dignity and that JCRA will not tolerate any instances of discrimination or intolerance of any kind from its Board members or residents.
- To strive for diversity and inclusiveness in our Board's membership, as a representation of the diversity of our community's residents.
- That as an organization of limited means, we are committed to being as efficient as possible. This includes being frugal with time as well as money, allocating agenda items the depth of discussion that corresponds to their importance to the community, and being present at a minimum of 75% of Board meetings.
- That JCRA Board member's emails should be focused on JCRA mandated business per Board meeting agendas. If unsure, emails should be routed to the Board executive for distribution.

- No external correspondence on behalf of the association including emails or social media messages should be sent/posted without the prior agreement of the Board, or the Board's Executive members or board members designated for the specific purpose of reviewing external communication.
- That only the JCRA Board President or their specified designate can speak on behalf of the Board, outside of Board meetings.
- That the views expressed at any external meetings must accurately reflect the views of JCRA and not the personal views of the JCRA Board member attending the external meeting.
- That Board members must disclose any interest, whether personal or on behalf of any group they represent, that they consider may affect or influence their approach to the matter under discussion, otherwise referred to as a potential Conflict of Interest, and that Board members must recuse themselves from any discussions on the matter or failing this, follow the guidance provided by Board's Executive Committee.

These commitments are not optional but represent the terms for accepting a position on the JCRA Board of Directors.