



Rising Tides Halifax

Charter & Member Agreement

Dartmouth, Nova Scotia

"A rising tide lifts all boats"

VERSION 1.7.2 – LAST UPDATED June 15, 2026

Our Mission

Rising Tides exists to help established professionals and business owners grow through meaningful relationships, shared knowledge, and intentional collaboration.

We believe a rising tide raises all ships together.

Our purpose is to create a trusted community where members actively invest in one another's success through support, accountability, education, collaboration, and genuine human connection.

Rising Tides is built on trust, contribution, and meaningful relationships — not obligation, pressure, or transactional networking.

Our Vision

To create a trusted circle of professionals who actively invest in one another's success and foster a community where business growth and personal development go hand in hand.

Core Principles

1. Relationships First

We build trust before transactions. Strong relationships are the foundation of everything we do.

2. Give More Than You Take

Members are encouraged to contribute support, insight, opportunities, and encouragement whenever possible.

3. Be Intentional

Participation means more than attendance. Members engage with purpose and seek meaningful ways to support others.

4. Growth Mindset

We strive to improve our businesses, skills, leadership, and relationships.

5. Respect Time & Energy

We value efficiency, preparation, and clear communication.

Membership Eligibility

Members should:

- Operate an established business or maintain an established professional reputation
- Demonstrate a positive reputation and ethical conduct
- Display a collaborative mindset
- Show a willingness to contribute to the community
- Demonstrate a desire for personal and professional growth
- Be capable of adding value through expertise, relationships, or experience

The following are not permitted:

- Businesses or individuals engaging in unethical practices
- Businesses that undermine trust or harm the community
- Individuals primarily seeking to recruit participants into outside organizations or programs
- Members using Rising Tides, member relationships, or member referrals to recruit others into multi-level marketing (MLM), direct sales, affiliate, or similar recruitment-based business models without clear and explicit consent. Members who sell MLM, direct sales, affiliate, or similar products may be considered for membership provided they operate ethically, do not pressure members, and do not use Rising Tides as a recruitment channel.

Industry Representation

Rising Tides seeks balanced representation across industries while encouraging meaningful collaboration.

Guidelines include:

- Maximum three members from the same industry category
- Similar professions may be considered distinct if their primary focus substantially differs
 - Example: a headshot photographer and a real estate photographer may be considered separate categories
- Leadership reserves the right to determine classifications where needed

Membership Capacity

Rising Tides maintains a maximum of 60 Active Members.

If membership exceeds 50 members, members may choose to create an additional chapter if sufficient interest exists. Expansion is optional and is not a primary organizational goal.

Definition of an Active Member

An Active Member is a member in good standing who is actively participating in and contributing to Rising Tides.

To be considered an Active Member, a member must:

- Have current membership fees paid and in good standing
- Meet attendance requirements as outlined in this Charter
- Not be under active membership review or disciplinary action
- Continue operating an active business or professional practice relevant to their membership
- Uphold the values, expectations, and Code of Conduct of Rising Tides

Active Members retain full membership privileges, including:

- Voting rights
- Eligibility for leadership positions
- Eligibility to nominate or sponsor prospective members
- Participation in organizational decisions and charter amendments

Members who fall outside these requirements may be considered Inactive or Under Review at the discretion of leadership until their standing is resolved.

Pathway to Membership

- Step 1** Complete a [visitor request form](#)
- Step 2** Attend minimum one meeting, maximum two meetings, as a guest
- Step 3** Submit a [Membership Application form](#)
- Step 4** Current members assess fit and vote
- Step 5** Receive an invitation if approved

Membership approval requires a simple majority vote of Active Members present or participating through approved electronic voting methods. The President does not participate in standard voting. In the event of a tie, the President serves as tie-breaker.

Membership Evaluation Criteria

Potential members are assessed based on:

- Established business or professional standing
- Positive reputation
- Growth mindset
- Collaborative attitude
- Ethical business conduct
- Ability and willingness to contribute positively to the group
- Overall cultural fit

Membership decisions consider both qualifications and alignment with the values of Rising Tides.

Meetings

Meetings occur:

Frequency: Every second Wednesday

Time: 8:00 AM

Location: Dartmouth, Nova Scotia

Duration: 90 minutes

Meeting locations may change as the organization grows and venue requirements evolve.

Meeting Continuity & Extraordinary Circumstances

Rising Tides strongly values face-to-face relationships and meaningful in-person connections. Meetings are intended to remain in person whenever reasonably possible.

Weather Policy

In the event of severe weather resulting in local school board cancellations, the scheduled meeting will be postponed to the following week. Member safety always takes priority.

Extraordinary Circumstances

In rare or exceptional situations that significantly affect public gatherings — such as pandemics, natural disasters, public emergencies, or similar circumstances — meetings may temporarily transition to an online format. Online meetings are intended only as temporary solutions. Rising Tides will always prioritize returning to in-person gatherings as soon as reasonably possible.

Meeting Culture

Members agree to:

- Start and end on time
- Respect speaking time
- Keep contributions meaningful and concise
- Encourage participation without pressure
- Remain flexible while maintaining focus
- Prioritize value over volume
- Message the WhatsApp Membership group to let everyone know if you cannot attend, or will have a substitute in your place.

Attendance Expectations

Rising Tides values consistency and engagement. Members must attend a minimum of 20 out of 26 meetings annually.

Members may have:

- *Maximum* of **three** absences annually
- *Maximum* of **three** substitutes annually

Business partners do not count as substitutes provided both individuals have signed membership agreements. A partner member may attend at the same time as the primary member a maximum of 4 times per year. The seat is held by the business. In other words, partner members do not get a vote, feature presentation, the business votes and presents. If the partner wants to attend at the same time they need to let leadership know so we have enough seats at the meeting.

Members are expected to arrive on time. Any member arriving more than 20 minutes after the scheduled meeting start time will be marked absent for that meeting.

Attendance concerns follow this process:

- Friendly reminder
- Formal warning
- Membership review
- Membership vote regarding continuation

Participation Expectations

Members are encouraged to:

- Engage in discussions
- Participate in educational opportunities
- Support fellow members
- Share opportunities when appropriate
- Celebrate successes and milestones
- Build meaningful relationships

Referrals are encouraged but never mandatory. Members should only recommend businesses and individuals they genuinely trust. Pressure, guilt, or transactional expectations have no place in Rising Tides.

Financial Commitment

Membership fees are \$20 per month, billed annually. Membership renews at the end of December each year. Fees are prorated according to the joining month.

Members may resign at any time through written notice to leadership. Membership fees are non-refundable unless otherwise determined by leadership under exceptional circumstances.

Membership fees support:

- Website and administration costs
- Meeting expenses
- Coffee and refreshments
- Events and activities
- General operating expenses

Communication

Rising Tides uses multiple communication channels to keep members informed, connected, and engaged.

Official communication methods may include:

- Risingtideshalifax.ca website
- Email
- WhatsApp group communication
- In-person meetings
- Approved electronic platforms or tools used by the organization

The Rising Tides WhatsApp group serves as a primary channel for day-to-day communication, announcements, reminders, discussions, updates, and member engagement. There is also a separate Rising Tides Leadership group for execution of their roles.

Members are encouraged to remain reasonably active and responsive within official communication channels.

Members are responsible for keeping contact information current and staying informed of organizational updates.

Leadership may determine appropriate communication methods as technology and organizational needs evolve.

Electronic Voting & Polling

Rising Tides recognizes that not all organizational decisions can occur during in-person meetings.

Leadership may conduct votes through approved electronic methods when appropriate, including:

- WhatsApp polls
- Email voting
- Online survey or polling platforms
- Other approved electronic systems

Electronic voting may be used for:

- Membership decisions
- Leadership appointments
- Charity selection
- Organizational decisions
- Charter amendments
- Other matters requiring member input

Electronic voting should provide:

- Clear voting instructions
- Reasonable response deadlines
- Equal opportunity for participation by Active Members
- Transparent communication of results

Leadership may determine the most appropriate voting method based on urgency and circumstances.

Voting Quorum

For official organizational votes, a minimum of 50% of Active Members must participate either in person or through approved electronic voting methods for a vote to proceed.

Votes may occur during meetings or through approved electronic methods.

Community Impact & Annual Charity Partnership

Rising Tides believes success extends beyond business growth. Strong businesses help strengthen the communities around them.

Each calendar year, Rising Tides will select one charitable organization to support collectively. Members may suggest charities for consideration, with selection occurring through a majority vote of Active Members.

Preference will be given to charities that:

- Directly benefit the Halifax Regional Municipality and surrounding communities
- Create meaningful local impact
- Align with the values of service, community, and positive contribution

Support may include:

- Volunteer initiatives
- Fundraising activities
- Promotional support
- Donation drives
- Skills-based member contributions
- Other initiatives determined by the group

Participation in charitable initiatives is encouraged but not mandatory.

Code of Conduct

All members are expected to maintain an environment rooted in professionalism, respect, and inclusion.

Members agree to:

- Treat members, guests, and visitors with dignity and respect
- Conduct themselves professionally at meetings and events
- Maintain ethical business practices
- Respect differences in identity, background, beliefs, and perspectives
- Communicate constructively and respectfully, especially during disagreements

The following behaviour is not acceptable:

- Harassment or intimidation
- Discrimination of any kind
- Personal attacks or repeated disrespectful conduct
- Aggressive sales tactics or manipulative behaviour
- Actions intended to damage another member's reputation
- Repeated disruption of group culture or values

Financial Oversight

Rising Tides finances shall be managed transparently and responsibly in support of the organization's mission and operations.

The President and Vice President shall maintain shared oversight of organizational bank accounts and financial responsibilities.

Leadership may delegate bookkeeping, administrative, or operational financial tasks as needed while maintaining appropriate oversight and accountability.

Financial records should be maintained accurately and made available to leadership when reasonably requested.

Organizational Structure & Leadership Roles

Rising Tides operates through a leadership team responsible for maintaining the culture, structure, and long-term success of the organization. Leadership exists to support members, facilitate growth, protect organizational values, and ensure the continued health of the community. Leadership roles may evolve over time as organizational needs grow.

President

The President serves as the primary leader and steward of Rising Tides.

Responsibilities include:

- Providing strategic direction and long-term vision
- Facilitating or overseeing meetings and organizational operations
- Maintaining the culture and values of the group
- Supporting leadership coordination
- Representing Rising Tides publicly when needed
- Serving as tie-breaker during membership votes
- Assisting with conflict resolution and major organizational matters
- Supporting growth and sustainability initiatives
- Managing organizational bank accounts together with the Vice President
- Overseeing legal, administrative, and organizational paperwork
- Ensuring financial and legal responsibilities are handled responsibly and transparently
- Maintaining shared financial oversight of organizational income, expenses, and obligations
- Helping ensure required filings, renewals, reporting, and compliance obligations are completed if Rising Tides operates as a registered non-profit or other legal entity

The President does not participate in standard voting except in tie situations.

Vice President

Responsibilities include:

- Supporting the President and assisting with continuity and operations
- Acting on behalf of the President when needed
- Assisting with meeting facilitation and organizational planning
- Helping coordinate events and initiatives
- Supporting conflict resolution and leadership discussions
- Assisting with management of organizational bank accounts
- Supporting legal, administrative, and organizational paperwork
- Helping ensure financial responsibilities and records are maintained

- Sharing oversight of organizational finances, expenses, and operational obligations
- Assisting with bookkeeping coordination, annual reporting, compliance requirements, and organizational recordkeeping where applicable

Membership Mentor

Responsibilities include:

- Welcoming visitors and prospective members
- Guiding applicants through the membership process
- Supporting onboarding for new members
- Helping members integrate into the community
- Tracking attendance and substitutes
- Monitoring absences and late arrivals
- Collecting membership fees and monitoring outstanding balances
- Supporting membership reviews and member concerns

Education Coordinator

Responsibilities include:

- Coordinating educational presentations and learning opportunities
- Supporting member feature presentations
- Encouraging knowledge sharing and collaboration
- Identifying educational topics relevant to members
- Helping create meaningful discussions and growth opportunities

Operations Manager (*Optional Leadership Role*)

The Operations Coordinator supports the technical, organizational, and administrative systems that help Rising Tides function effectively behind the scenes.

Responsibilities include:

- Managing or supporting the member dashboard, website, and digital platforms
- Assisting with operational workflows and systems
- Supporting attendance tracking and organizational tools
- Helping maintain member databases, forms, and automation systems
- Assisting leadership with technical implementation and process improvements
- Supporting organizational scalability and operational efficiency
- Helping ensure digital tools remain functional, organized, and secure

This role may remain vacant until someone volunteers or the organization size requires it.

Communications Coordinator (*Optional Leadership Role*)

The Communications Coordinator supports the organization's public presence, member communications, and community engagement initiatives.

Responsibilities may include:

- Assisting with newsletters and member communications
- Managing or supporting social media presence
- Promoting events, initiatives, and community activities
- Helping communicate organizational updates to members
- Supporting branding and public-facing messaging
- Assisting with announcements, promotional materials, and outreach efforts
- Helping maintain consistent communication across organizational platforms

This role may remain vacant until someone volunteers or the organization size requires it.

Shared Leadership Expectations

All leadership members agree to:

- Lead by example
- Maintain professionalism and integrity
- Support members fairly and respectfully
- Protect the culture and values of Rising Tides
- Communicate openly and constructively
- Resolve concerns fairly and objectively
- Prioritize the long-term health of the organization
- Support smooth operational continuity and organizational sustainability

Leadership Selection

Leadership opportunities are open to Active Members in good standing who consistently demonstrate:

- Reliability and participation
- Positive contributions to the community
- Professionalism and ethical conduct
- A collaborative mindset
- Commitment to the values of Rising Tides
- A willingness to support the organization and its members

When leadership positions become available, interested members may express interest directly to leadership or be nominated by fellow members.

Leadership appointments may occur through:

- Volunteer interest
- Member nomination
- Leadership recommendation
- Member vote where appropriate

Final selection requires a simple majority vote of Active Members.

Leadership transitions should prioritize continuity, fairness, and the long-term success of the organization.

Certain leadership roles may remain vacant if leadership determines the position is not currently necessary for organizational operations.

Leadership Term Length

Leadership roles are intended as opportunities for service and contribution rather than permanent positions.

Leadership terms will run for one calendar year and renew at the beginning of January.

Current leaders may choose to:

- Continue serving in their role
- Seek a different leadership position
- Step down at the conclusion of a term

Members may serve multiple consecutive terms if approved through the leadership selection process.

Leadership reviews and role discussions should occur prior to annual renewals to ensure leaders remain engaged and capable of fulfilling their responsibilities.

Last meeting of November we will hold a vote for the next year's leadership

Succession & Leadership Transition

Rising Tides recognizes that leadership transitions are a normal and healthy part of a growing organization.

If a leadership member steps down, becomes inactive, or is unable to fulfill their responsibilities:

- Leadership may appoint an interim replacement until a formal selection process occurs
- Members may nominate candidates for the vacant role
- A member vote may be held if appropriate
- The transition process should prioritize continuity and minimize disruption

Outgoing leaders are encouraged to provide reasonable transition support, documentation, and guidance whenever possible.

In the event that the President steps down:

The Vice President will assume interim leadership responsibilities until a new President is selected or elected

Leadership transitions should preserve the culture, values, and mission of Rising Tides above individual preferences or personalities.

Leadership Review & Removal

Leadership members are expected to maintain Active Member status and fulfill their responsibilities.

If a leadership member becomes inactive, repeatedly fails to fulfill their responsibilities, or violates organizational values, leadership review may occur.

Removal from a leadership role requires a majority vote of Active Members.

Public Leadership Listing

Current leadership roles and the members serving in those positions will be listed on the Rising Tides website.

This public listing helps members, visitors, and prospective applicants understand who is responsible for key areas of the organization and who to contact when questions or concerns arise.

Optional or vacant leadership roles may also be listed as vacant, pending appointment, or omitted until filled, at the discretion of leadership.

Conflict Resolution Process

Disagreements should be handled respectfully and constructively.

Step 1 Members should first attempt to address concerns privately and respectfully with one another.

Step 2 If unresolved, concerns may be brought to the President, Vice President, Membership Mentor, or Education Coordinator. Leadership will meet to review concerns and determine next steps.

Step 3 If needed, a formal membership review may occur.

Step 4 Serious or ongoing concerns may proceed to a membership vote.

The goal of conflict resolution is fairness, restoration, and preserving the health of the community.

Membership Removal

Members may face review for:

- Failure to meet attendance requirements
- Repeated violation of organizational values
- Unethical conduct
- Persistent disruption
- Harassment or discriminatory behaviour
- Actions that undermine trust within the community

Removal decisions require a majority vote of Active Members present or participating through approved electronic voting methods.

Amendments to the Charter

Changes to this Charter require a majority vote of Active Members and reasonable notice before implementation.

Member Agreement

I understand and agree to uphold the values, expectations, and responsibilities outlined within this Charter.

I understand that Rising Tides is built upon participation, contribution, professionalism, and mutual respect.

Member Name

Signature

Partner Member Name (optional)

Signature

Business Name

Date