



February 2, 2026

Dear Members,

On behalf of the Board of Directors, I am pleased to invite nominations from the membership for three Director positions, each with a three-year term, to be filled in our upcoming election. Serving on our Board is a meaningful way to strengthen our co-operative and help guide Atlantic Edge Credit Union's strategy, governance, and community impact.

Why Your Participation Matters

As a member-owned cooperative, Atlantic Edge Credit Union thrives on the active involvement of its members. By nominating and electing Board directors, you have a direct impact on the governance and strategic direction of our Credit Union. Your voice and vote ensure that our leadership reflects the values and needs of our community.

Ideal Candidates

In line with our Board's succession and recruitment policy, we seek candidates who collectively bring a balanced mix of competencies and experience to the Board.

Priority skills and knowledge areas include accounting and finance; risk management; governance and ethics; strategic planning; credit union operations and regulatory awareness; legal and compliance; and information technology/cybersecurity (including IT governance).

We also aim to reflect the diversity of our membership and communities—across age, gender, culture, and region—because a more diverse Board improves decision-making and representation for all members. Please review our attached Ideal Candidate Profile (Appendix A) for further information.

Criteria

If you are contemplating a director role, it is important to thoughtfully consider the following essential criteria:

1. Candidates must be bondable, with no unresolved loans or bankruptcies.
2. Commitment to our credit union's mission of providing quality, competitively priced financial services is vital.
3. Directors need to complete required courses within three years to ensure they are fully qualified.
4. Understanding our governance model, by-laws, and policies is essential.
5. Active participation in all meetings is expected from all directors.
6. Candidates should be able and willing to engage thoughtfully with our values, vision, and long-term strategy.



Whether you're considering this role for yourself or recommending someone else, these criteria help ensure our board remains effective and aligned with our mission.

Submitting Your Nomination

To submit your own nomination, follow these steps:

1. Review the Ideal Candidate Profile (Appendix A). It reflects the skills and experience currently sought in directors.
2. Review director qualifications (Appendix B) as set out by *The Credit Union Act*.
3. Complete the [2026 Atlantic Edge Credit Union Board of Directors Nominations Application](#)

Nomination and Election Schedule

The nomination period has begun, with completed forms due by Monday, February 16. Voting will take place from March 16 to March 27, and the successful candidates will be announced at our Annual General Meeting on April 22. If you have any questions about who is eligible or how the process works, please reach out to our team—we're here to assist you.

Thank you for considering this opportunity. Your participation—whether by standing for election or by voting—keeps our co-operative strong and responsive to member needs.

Co-operatively yours,

A handwritten signature in black ink that reads "Dan Sheaves".

Dan Sheaves
Chair, Board of Directors



Appendix A: Ideal Candidate Profile

Purpose

This profile outlines the desired competencies, experience, and diversity considerations for candidates seeking election or appointment to the Board of Directors. It reflects the strategic priorities for 2026.

Core Competencies

- IT / Cybersecurity / Cyber-risk Literacy: Ability to understand technology risks, cybersecurity frameworks, and digital resilience.
- Governance Literacy: Deep understanding of board governance principles and best practices.
- Legal Expertise: Familiarity with legal compliance, contracts, and regulatory frameworks.
- Financial Literacy: Ability to interpret financial statements and assess organizational performance.
- Strategic Thinking: Capacity to contribute to long-term planning and organizational growth.
- Industry Knowledge: Familiarity with financial services, cooperative principles, or related sectors.
- Regulatory Awareness: Understanding of government relations and compliance requirements.

Leadership Attributes

- Demonstrated leadership in professional or community roles.
- Strong communication and collaboration skills.

Diversity & Representation

- Gender Diversity: Strong commitment to balanced representation.
- Youth Perspectives: Encourage candidates who bring fresh, innovative viewpoints and represent younger demographics (e.g., early-career professionals or under 35).
- Geographic diversity within the membership base.
- Cultural diversity to reflect the community served.
- Inclusion of historically underrepresented groups.

Commitment

- Alignment with cooperative values and organizational mission.
- Availability to attend meetings, training, and fulfill board responsibilities.

Additional Considerations

- Prior board or committee experience (preferred but not mandatory).
- Professional certifications or education relevant to governance, IT/cybersecurity, or law.



Appendix B: Director Qualifications

The Credit Union Act sets out the qualifications for directors of credit unions as follows:

Section 70. A person who is a citizen of Canada, 19 years of age or older, a member of the credit union and who satisfies the requirements set out in the by-laws of the credit union may be a director, unless he or she:

- a. is an undischarged bankrupt person;
- b. is an employee of a credit union, or the guarantee corporation;
- c. is not bondable;
- d. is an auditor, or a member of the auditor's firm, of that credit union;
- e. is a parent, child, grandchild, spouse, brother or sister or in-law of an employee of the credit union, not necessarily living in the same residence of that employee;
- f. is the solicitor of that credit union;
- g. is a representative of a bargaining agent for the employees of that credit union; and/or
- h. is a public employee whose official duties are concerned with the affairs of credit unions.