



**CPA**

CHARTERED  
PROFESSIONAL  
ACCOUNTANTS  
PRINCE EDWARD ISLAND

NOMINATION PACKAGE  
CPAPEI BOARD OF DIRECTORS

## BACKGROUND

The CPA Prince Edward Island (CPAPEI) Board consists of at least five members of CPAPEI elected in accordance with the bylaws, and at least one but not more than two public representatives who are not members of CPAPEI, nominated by the members of the Board and appointed by the Minister.

A person elected or appointed to the Board shall hold office for a term of two years but shall not hold office for more than three consecutive terms, except as permitted in the bylaws.

Being a member of the Board requires a time commitment of approximately 30 hours per year, depending on the specific responsibilities assigned to the Board Member. The Board usually meets up to eight times per year, usually for 2 hours per meeting. Meetings are regularly held in-person in Charlottetown, or via Zoom. Board members are also encouraged to attend key CPAPEI events.

This year, there are four (4) open board positions to be filled by members regardless of legacy designation (including by those with no legacy designation). Ideal candidates would be engaged members who bring a broad range of relevant experience, reflect the diversity of the membership, and possess a demonstrated ability to make a significant contribution at the board level. It is your chance to contribute your time and expertise to advance your profession.

Current candidates:

- Nathan Snowie, CPA, CA, CBV - reoffering for a two-year term
- Stacey Myers, CPA – reoffering for a two-year term

## BOARD RESPONSIBILITIES

*The Chartered Professional Accountants and Public Accounting Act* sets out the following:

### 4. Objects

The objects of CPAPEI are:

- (a) to protect the public in relation to the services of chartered professional accountants and public accountants;
- (b) to protect and maintain the integrity of the accounting profession;
- (c) to regulate the practice and professional conduct of registrants and licensees in accordance with this Act, the regulations and the bylaws;
- (d) to promote and increase the knowledge, skill and proficiency of students, candidates and members; and
- (e) to provide for the professional association and support of members. 2014,c.2,s.4.

## 6. Board of Directors

- (1) The affairs and business of CPA PEI shall be under the management and control of a Board of Directors consisting of
- (a) at least five members of CPA PEI elected in accordance with the bylaws; and
  - (b) at least one but not more than two public representatives who are not members of CPA PEI, nominated by the members of the Board referred to in clause (a) and appointed by the Minister.

## BOARD ELIGIBILITY

As per CPA Prince Edward Island By-Laws:

21. (a)(d) Every member of the Board shall have residency in Prince Edward Island and, except for those Board members appointed pursuant to subsection 6(1)(b) of the Act, be a member in good standing of CPAPEI.

## INSTRUCTIONS TO INTERESTED MEMBERS

### Nomination Form

If you are interested in being nominated as a candidate for the CPA Prince Edward Island Board, please complete and submit the Nomination Form.

You can access the form online at [cpapei.ca](http://cpapei.ca) and email it to CPAPEI at [info@cpapei.ca](mailto:info@cpapei.ca). All nominations must be received by 4:00pm, Friday, August 15, 2025.

### Other Required Information (see included example)

All nominated candidates for the CPAPEI Board must also provide:

- **Your biographical information**, in bullet form, describing your role as a professional and other relevant experience relating to the CPA Prince Edward Island board positions,
- **A recent photo/head shot.**

Your submitted information may be subject to editing for grammar and length prior to distribution.

We encourage you to contact CPA Prince Edward Island with your questions about the role of the board or the election process. Please contact CPAPEI CEO & Registrar Tanya O'Brien at [tobrien@cpapei.ca](mailto:tobrien@cpapei.ca).

**Nomination Form**  
CPAPEI Board of Directors

Member Name: \_\_\_\_\_

Member Number: \_\_\_\_\_

**Declaration**

I, \_\_\_\_\_, am a member in good standing of the Chartered Professional Accountants of Prince Edward Island, and consent to let my name stand as candidate for the election to the Board of Directors.

\_\_\_\_\_  
Member Signature

\_\_\_\_\_  
Date (dd/mm/yyyy)

Nominator/Secunder Signatures (must be members in good standing with CPAPEI):

Nominator

\_\_\_\_\_  
Member Name (please print)

\_\_\_\_\_  
Member Signature

Secunder

\_\_\_\_\_  
Member Name (please print)

\_\_\_\_\_  
Member Signature

Return via email to info@cpapei.ca.

All nominations must be received by 4:00pm, Friday, August 15, 2025.

## SAMPLE NOMINEE INFORMATION SHEET

Please indicate how your skills and experience would allow you to positively contribute to the CPA Prince Edward Island Board and the needs of its members.

### Professional Career

- Chief Financial Officer/Director, Company (date)
- Controller/Senior Financial Analyst/Operations Manager/Professor, Company (date)
- Senior Accountant, Company (date)
- Designation received (date)
- BComm, University (date)

### Relevant Activities

- Committee Member, CPA Prince Edward Island (date)
- Member (date) and Chair (date) of Other Board/Council
- Treasurer, Local Community Sports Team (date)
- Finance Chair, Local Not for Profit Board (date)
- Member, Local Chamber of Commerce (date)

SAMPLE