



Vancouver Airport Authority

President and CEO — Terms of Reference

Introduction

The President and Chief Executive Officer (collectively, the “CEO”) is the senior management officer of the Airport Authority and is also a Director. The CEO is responsible for the management of the Airport Authority’s business and affairs in accordance with the strategy and objectives approved by the Board of Directors, within the authority limitations delegated by the Board.

Responsibilities

The CEO will:

Leadership

- a) ensure the safe, efficient operation of Vancouver International Airport in a manner that supports fulfillment of its purpose, serving and giving back to the community and setting the bar for sustainability
- b) foster a corporate culture that promotes ethical practices, embraces diversity, inclusion and belonging, encourages individual integrity and social responsibility and fosters a customer-centric approach
- c) lead and manage the Airport Authority within the parameters established by the Board and its committees
- d) Promote “One YVR” to facilitate a cultural shift across the airport community to embed a customer-centric focus and create a high functioning airport ecosystem
- e) report to the Board

Strategy, Risks and Budget

- f) develop and recommend the Strategic Plan to the Board and successfully implement the corresponding operational plans, capital plans and other supporting initiatives
- g) direct and monitor Airport Authority activities to ensure its assets are protected and optimized in the best interests of the communities the Airport Authority serves
- h) ensure that operational policies are developed and implemented to guide the Airport Authority in accordance with the By-laws and Board-approved strategy
- i) ensure the integrity of the Airport Authority’s internal control and management systems

- j) ensure the adequacy of the Airport Authority's Enterprise Risk Management System
- k) ensure that the Airport Authority maintains a competitive position within its industry and a high standard for its products and services
- l) ensure that the above duly consider the strategic lenses of Climate, Digital, Reconciliation and Financial Sustainability as well as any other environmental, social and governance impacts

Governance and Policies

- m) ensure compliance with the Airport Authority's environmental, health and safety, and sustainability policies and practices
- n) develop and review with the Board the overall corporate organizational approach
- o) meet regularly, and as required, with the Board to review material issues and ensure that the Board receives relevant and timely information
- p) ensure that the Board has access to Management as necessary to fulfill the Board's obligations
- q) seek Board approval for expenditures, revenue measures, leases or other actions or transactions as required by the Signing Authority Policy, the By-laws, the *Canada Not-for-profit Corporations Act* or the Governance Rules and Practices

Business Management

- r) manage and oversee communication between the Airport Authority and the public and act as the principal spokesperson for the Airport Authority
- s) select the Executive Team and review their appointment with the Board as officers of the Airport Authority
- t) establish and maintain an annual plan for the development and succession of the Senior Leadership Team
- u) participate in an annual performance evaluation process led by the Board's Human Resources Committee

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