

# Chief Executive Officer General Guidelines

## GENERAL

The Chief Executive Officer's fundamental responsibility is the general direction and management of the business and affairs of the Corporation in accordance with the corporate strategy and objectives approved by the Board of Directors, within the authority limitations delegated by the Board.

## SPECIFIC

### Corporate Strategy & Objectives

- Develop and execute, subject to Board approval, a corporate strategy designed to achieve sustained, profitable growth with an objective of maximizing shareholder value which takes into account, among other things, the opportunities and risks of the business.
- Establish and obtain Board approval of a set of annual corporate objectives.

### Operational Effectiveness

- Establish a process of supervision of the business and affairs of the Corporation consistent with the corporate objectives.
- Establish a system that provides for corporate management succession and development including monitoring corporate management performance against established objectives.
- Identify all significant risks to the Corporation's businesses and ensure that procedures are established to mitigate the impact of the risks in the best interest of shareholders.
- Steward the Corporation's expenditures within approved operating and capital budgets.

### Ethics, Integrity and Corporate Responsibility

- Ensure that procedures are in place for proper external and internal corporate communications to all stakeholders.
- Foster a corporate culture that promotes individual integrity, ethical business conduct and corporate responsibility, as set out from time to time in the Corporate policies approved by the Board, including without limitation the Business Code of Conduct and Corporate Responsibility Policy.
- Respond to questions from officers and directors regarding the Business Code of Conduct and Corporate Responsibility Policy.

### Board Communication

- Ensure that the Board receives sufficient, timely information on all material aspects of the Corporation's operations and financial affairs, as well as other matters having material relevance to the Corporation such as external governmental or regulatory initiatives.
- Develop and provide recommendations to the Board concerning the limits of authority respecting the dollar amount and duration of corporate commitments to be delegated to management.
- Report to the Board on actual results compared to the established corporate strategy, operating and capital budgets and corporate objectives.

January 24, 2020