

Table of Contents

CERTIFICATE OF CONTINUANCE

Industry Canada Certificate of Continuance (April 8, 2014) Under Section 211 of the *Canada Not-for-profit Corporations Act*

Form 4031 Articles of Continuance

Form 4002 Initial Registered Office Address and First Board of Directors

GENERAL OPERATING BYLAWS

Bylaw No. 3 – November 25, 2019

CODE OF CONDUCT

Schedule A – Code of Conduct for Directors, Officers and Senior Employees of the Corporation

DISCLOSURE STATEMENT

Form A – Disclosure Statement and Undertaking for Directors, Officers and Senior Employees of the Corporation

VISION, MISSION AND PRIORITIES

Vision, Mission and Priorities

GOVERNANCE PROCESS POLICIES

- 101 Process
- 102 Board Responsibilities
- 103 Director Responsibilities
- 104 Governance Style
- 105 Communications with Airport Staff
- 106 Board Remuneration and Expenses
- 117 Communications Policy (Consolidated)
- 118 Election Process for Officers of the Corporation and Committee Chairs
- 119 Art at the Airport Advisory Committee Terms of Reference
- 120 Communication with Nominators, Stakeholders and the Public

GOVERNANCE PROCESS POLICIES - CONTINUED

- 121 Safe Disclosure Policy
- 122 Voting by Email
- 123 Director Nomination Process
- 124 Enterprise Risk Management
- 125 Background and Criminal Record Checks

TERMS OF REFERENCE FOR OFFICERS

- 107 Terms of Reference for Board Chair
- 108 Terms of Reference for the Vice Chair
- 109 Terms of Reference for the Secretary

TERMS OF REFERENCE FOR COMMITTEES

- 110 Functions and Principles of Committees
- 111 Terms of Reference for Committee Chairs
- 112 Terms of Reference for the Steering Committee
- 113 Terms of Reference for the Audit and Finance Committee
- 114 Terms of Reference for the Planning and Development Committee
- 115 Terms of Reference for the Airport Consultative Committee
- 116 Terms of Reference for the Governance Committee
- 119 Terms of Reference for the Art at the Airport Advisory Committee
- 126 Terms of Reference for the Human Resources Committee

EXECUTIVE RESPONSIBILITY POLICIES

- 201 Global Executive Responsibility
- 202 User Satisfaction
- 203 Staff Relations
- 204 Financial Planning and Budgeting
- 205 Financial Condition and Activities
- 206 Emergency CEO Succession
- 207 Compensation and Benefits
- 208 Asset Protection and Financial Control
- 209 Communication and Support to the Board
- 210 Growth
- 211 Land Development
- 212 Corporate Donations
- 214 Environmental Stewardship on Lands or Operations under the Jurisdiction of the VAA
- 215 Safety on Lands under the Control of the VAA

BOARD – CEO LINKAGE POLICIES

- 301 Global Board – CEO Linkage Policy
- 302 Unity of Control
- 303 Accountability of the CEO
- 304 Delegation to the CEO
- 305 Monitoring CEO Performance

BOARD AND DIRECTOR EVALUATION

- Board Evaluation
- Director Self-Evaluation