

POSITION DESCRIPTION CHIEF EXECUTIVE OFFICER

Primary Focus:

As the CEO you report directly to the Board of Directors (Board). You oversee the development and implementation of the organization's strategic plan and Key Performance Outcomes of the annual business plan. In addition, you are responsible for ensuring superior performance of subsidiary companies and future growth and development of the organization.

This role is responsible for effective operations to ensure optimum profit and return on investment consistent with the Board and Company's mission, vision, values, interests of shareholders, customers, employees and the general public. The CEO is Responsible for execution of the decisions, policies and direction of the Board.

Accountabilities:

- Develops the strategic direction, policies and risk assessment (for approval by the Board), to ensure the Company's profitable growth and success and develops sound business plans, budgets to meet or exceed goals and objectives.
- Ultimately accountable for the direction and control of the Company's business including the development and execution of strategies, business plans, resources, assets and clear communication to the Company's key internal and external stakeholders.
- Responsible for the fiscal management and health of the Company including but not limited to overseeing rate calculations and methodology and setting competitive rates for municipalities, dividend calculations, retained earnings options and operating budgets.
- Responsible for the Company's Health and Safety and Environmental programs, polices and performance.
- Responsible for ensuring an appropriate Unanimous Shareholder Agreement, bylaws, articles of association and franchise agreements are in place and endorsed by the Board and the Shareholders that will support the direction and growth of the Company.
- Develops and maintains a sound and effective organization structure for the company by assigning major functions, staffing key positions, providing effective succession management, team development and engagement.
- Ensures assets are adequately safeguarded and maintained and that new major investments or divestitures are presented to the Board for consideration and approval prior to execution.

- Recommends financial objectives and policies including retained earnings, dividends and dividend policy to the Board for approval.
- Ensures all operations are conducted in full compliance with all applicable laws in each jurisdiction, regulations and the Company's standards of business conduct, environmental policy statements and other policies set by the Board.
- Drive a culture of accountability, customer focus, innovation and problem solving which enables the company to respond to a rapidly changing environment, develops the capacity and competence to capitalize on opportunities and increases employee and shareholder engagement.
- Oversees all functions within the Company including; Human Resources, Business Development, Operations, Finance, Safety, Environment, Regulatory, Sales and Marketing, Communications. Fosters ethical and responsible decision making throughout the company.
- Ensures the board has sufficient up-to date information, keeps Board informed of business operations and major issues, makes recommendations, formulates plans for approval by the Board.
- Supports new Board members through developing and executing Board orientation. Collaborates with the Board Chair in preparation of agendas for Board meetings.
- Advocates and promotes the organization and stakeholder relations to support growth and continued shareholder engagement.
- Provides avenues and promotes effective communication and engagement at all levels and all stakeholders including, employees, union, shareholders, Board, general public.
- Implement and lead a continuous operations improvement process throughout the Company by assigning major functions, staffing key positions, providing for effective management succession.
- Ensures effective relationships are established and maintained with the shareholders and other stakeholders including governments, the financial community and the public.
- Responsible for all services, utilities, products and subsidiary Companies.
- Responsible for ensuring environment protection, quality water, sound recycling and solid waste removal is meeting or exceeding legislation and environmental practices and regulations.