



OPPORTUNITY PROFILE

Board Director

Fort McMurray Airport Authority

In 1999, the Regional Municipality of Wood Buffalo (RMWB) created the Regional Airport Commission to take ownership of the airport from the federal government.

The Fort McMurray Airport was later incorporated as an Airport Authority in December 2009. The first Airport Authority Board was formed in January 2010 to become the Fort McMurray Airport Authority (FMAA). The newly formed organization acquired the airport from the RMWB.

Today, the FMAA is an independent not-for-profit capital corporation that owns and operates the Fort McMurray International Airport. FMAA provides critical transportation services, creating local jobs, procuring local goods and services, and offering commercial land leasing opportunities. All surplus revenue generated from commercial activities is reinvested in airport operations and infrastructure to ensure compliance with safety, security, and environmental regulations.

About the Fort McMurray International Airport

VISION STATEMENT

Connecting more people to destinations and opportunities.

MISSION STATEMENT

We provide air access and commercial opportunities to Fort McMurray Wood Buffalo.

VALUES

FMAA's Core Values are intrinsic beliefs that all airport employees are expected to use, live by, and demonstrate on a daily basis while executing their work responsibilities.

The Fort McMurray International Airport (YMM) is owned and operated by the Fort McMurray Airport Authority (FMAA). YMM connects the world to Fort McMurray Wood Buffalo. The airport is a major economic driver for the region, with an economic impact of over \$290 million, supporting 40+ businesses and approximately 500 jobs on the airport campus. In addition, aligning with FMAA's mission, vision, purpose, and values, Fort McMurray Airport will concentrate on four main priorities for the next five years. Two of these priorities are centred around growth: **financial sustainability and community building**. The other two focus on sustainability: **operational excellence and high-performing teams**.

About Our Region

Welcome to Fort McMurray Wood Buffalo

The Regional Municipality of Wood Buffalo (RMWB) is one of the largest municipalities in North America (encompassing 68,454 square kilometres) and consists of ten communities: Anzac, Conklin, Draper, Fort Chipewyan, Fort Fitzgerald, Fort McKay, Gregoire Lake Estates, Janvier, Mariana Lake, and Sapræ Creek Estates.

Fort McMurray Wood Buffalo has countless things to do and places to see. From world-class dining to adventures in our big backyard, comfy places to rest your head, and plenty more—we'll help you find your way. Explore more at www.rmwb.ca.

About the Board

The Board will perform its overall stewardship responsibilities as a governance board rather than a management board and will have regard to:

- FMAA's approved vision, mission, values, key success drivers, and goals ("Guiding Principles") and the approved Master Plan, Ten Year Capital Plan, Five Year Strategic Plan, and Annual Business Plan ("Plans");
- Have regard for stakeholders and the community by promoting effective communication and actions that are consistent with meeting the needs and priorities of the community and region.
- best practices for a regional airport
- that the FMAA maintains financial viability.

The Board is comprised of eight (8) Directors selected by *Appointers* and two (2) at-large Directors selected by the Board. From among its Board members, the Board shall elect its Chair. As an authority under the Regional Airports Authorities Act, it will operate at arm's length from all Appointers. Each Appointer has the responsibility to appoint their designated number of Board members to the Authority. The Board as a whole will be representative of the Authority's region and will consist of persons who will collectively have experience of and have shown capacity in air transportation, industry, commerce, finance, administration, law, engineering, the organization of workers, and the representation of the interests of consumers, Aboriginal peoples, rural and urban residents of the Regional Municipality of Wood Buffalo. The Regional Municipality of Wood Buffalo, the Canadian Association of Petroleum Producers, Fort McMurray Chamber of Commerce, and the Canadian Union of Public Employees, Local 1505 are named appointers to the FMAA.

Board Committees are established by the Board. The Board may utilize standing, special, and ad-hoc committees. The current standing committees of the Board are:

- Governance Committee
- Finance and Audit Committee

The Opportunity

As a director at large of the Fort McMurray Airport Authority Board, you will play a pivotal role in advancing the Airport's vision of connecting more people to destinations and opportunities. The Board provides strategic oversight and stewardship, ensuring the Airport Authority strengthens its position of connecting the region and elevating economic growth, providing air access and commercial opportunities to Fort McMurray Wood Buffalo. Directors are expected to champion the Airport Authority's mission, recognizing its unique role in serving a broad geographic area and connecting communities, industries, and people.

In this capacity, Board Directors act as ambassadors for the Airport, fostering positive relationships with community partners, municipalities, Indigenous groups, regulators, and economic development organizations. They provide thoughtful guidance on strategic opportunities and risks, ensuring the Airport Authority remains financially viable and responsive to the region's evolving needs. By bringing their experience, judgment, and community perspective to the table, Directors help to position the Fort McMurray International Airport as a driver of economic activity, a catalyst for business and tourism, and a cornerstone of regional connectivity.

Key Roles & Responsibilities

Governance & Strategic Oversight

- Support the Fort McMurray Airport Authority (FMAA) in fulfilling its mission, vision, and strategic objectives.
- Exercise sound judgment and contribute to Board deliberations, ensuring that decisions align with FMAA's long-term interests and stakeholder expectations.
- Uphold the integrity of the organization by complying with governance policies, bylaws, and statutory obligations.

Ethical & Professional Conduct

- Conduct oneself in an appropriate, respectful, and ethical manner at all times.
- Demonstrate good faith, avoid conflicts of interest, and ensure no actions compromise the reputation of the FMAA.
- Comply with the Board's Code of Conduct and Conflict of Interest policies.

Board & Committee Participation

- Attend all scheduled Board meetings, committee meetings, annual retreats, and special sessions with stakeholders or appointers.
- Prepare in advance by reviewing agendas, reports, and briefing materials; actively contribute to discussions and decision-making.

- Serve on at least one standing committee, with the Board Chair acting as an ex officio member of all standing committees.

Leadership & Accountability

- Accept and complete assignments as delegated by the Board Chair, including research, analysis, and preparation of relevant reports or presentations.
- Support and respect Board decisions, and refrain from making statements that contradict Board consensus or imply decisions where none have been made.
- Liaise constructively with Board colleagues, the CEO, staff, and stakeholders, referring all administrative or confidential matters through the appropriate channels.

Knowledge & Development

- Maintain awareness of industry standards, regulatory frameworks, and best practices in airport operations and governance.
- Participate in professional development activities and share acquired knowledge with fellow Board members.
- Annually complete a Director's Confirmation, Acknowledgement, and Declaration Form, along with a Personal Information and Skills Identification Worksheet.

Representation & Public Engagement

- Attend meetings with appointers, government representatives, and community stakeholders as required.
- Share communications on matters of public or stakeholder interest with a consistent, professional and unified message.

Meeting Rules & Attendance

- Board meeting attendance is required in person, and all efforts should be made to meet this obligation. Committee meetings are held virtually.
- Regularly scheduled meetings of the Board, Committees, and Annual meetings are set at least two (2) months in advance for the coming year.
- Special meetings may be called with a minimum 48-hour notice. Virtual options will be provided for meetings called on short notice.
- A quorum is reached with a minimum of six Board members (or two for Committees).

Time Commitment

- Board of Directors' meetings are held approximately 4 times per year.
- Standing Committee meetings are held approximately 4 times per year.

- Annual Appointers Meeting and the Annual Public Meeting are held once per year (held in succession if possible).
- The Board holds one Strategic Planning session a year.

Qualifications, Experience, Skills & Attributes

The ideal candidate will bring:

- **Senior leadership experience** in the aviation sector or related industries such as transportation or infrastructure.
- A strong understanding of the **economic, regulatory, and operational environment** of regional airports.
- Demonstrated board **governance experience** and **financial acumen**, with the ability to evaluate opportunities and risks in a complex sector.
- **Integrity, sound judgment, and a collaborative leadership style** that fosters trust and effective relationships with community, government, and industry stakeholders.
- A clear commitment to **ethical governance, regional prosperity, and advancing the mission** of the Fort McMurray Airport Authority.
- A strong understanding of **government relations**.

Compensation and Expenses

Directors receive an honorarium in recognition of their time and governance contributions to the Fort McMurray Airport Authority. Reasonable expenses related to Board duties, such as travel and accommodation, are reimbursed in line with the Authority's Compensation and Expense Reimbursement Policy. Final honorarium amounts and reimbursement details will be confirmed before the appointment.

Express Your Enthusiasm

Leaders' International values diversity, equity, and inclusion in all aspects of our operations. Candidates are invited to contact us directly with any accommodation requests.

To apply, please email your cover letter and resume (PDF or Word document only—preferably as one document) to **Anurag Shourie, Sonny Kapoor, or Deepthi Koshy** at apply@leadersinternational.com, indicating the job title in the subject line.

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