

## ALARIS EQUITY PARTNERS INCOME TRUST

### CHIEF EXECUTIVE OFFICER POSITION DESCRIPTION

The board of Trustees (**Board**) of Alaris Equity Partners Income Trust (**Trust**) is responsible to manage, or supervise the management of, the business and affairs of the Trust. The executive officers (**Executive Officers**) of the Trust are responsible for the management of the business and affairs of the Trust within the strategic direction approved by the Board.

The Chief Executive Officer (**CEO**) of the Trust has the responsibilities and specific duties described below.

#### APPOINTMENT

The CEO will be appointed as CEO by the Board each year and will have appropriate competencies and skills as recommended by the Governance Committee (**Governance Committee**) and determined by the Board.

#### RESPONSIBILITY

The CEO provides effective leadership and vision for the Trust to grow the Trust's shareholder value responsibly and in a sustainable manner. The CEO sets the "tone" for management to foster ethical and responsible decision-making, appropriate management and responsible practices in corporate governance.

#### SPECIFIC DUTIES

The CEO will:

##### Leadership

1. Provide leadership and vision to guide the Trust in administering and managing the Trust and its subsidiaries in the best interests of the Trust.
2. Provide leadership in setting and communicating the mission, vision, principles, values, Strategic Plan and Annual Operating Plan of the Trust, in conjunction with the Board.
3. Lead the growth of the Trust's businesses in a profitable and sustainable manner through resourceful people, capitalizing on superior assets and innovation and operating in a socially responsible manner.

##### Community

4. Be a community leader and ensure that the Trust contributes to the well-being and improvement of the communities in which it operates.
5. Serve as the external spokesperson and principal liaison for the Trust, including effectively managing relations with the Trust's external stakeholders, such as securityholders, the communities in which the Trust operates, investee entities, customers, creditors, suppliers, the media, governments, non-government organizations and the public generally.
6. Be responsible for communicating the Trust's Mission, Vision, Principles, Values, strategy and business plan to external stakeholders.

### **Corporate Social Responsibility, Ethics and Integrity**

7. Provide leadership to management in support of the Trust's commitment to corporate social responsibility.
8. Foster ethical and responsible decision-making by management.
9. Set the ethical tone for the Trust and its management, including (i) overseeing the administration and implementation of, and compliance with, the Trust's policies and procedures; (ii) take all reasonable steps to satisfy the Board as to the integrity of the CEO and other senior officers; and, (iii) take all reasonable steps to satisfy the Board that the CEO and other senior officers create a culture of integrity throughout the organization.
10. Provide the Ethics Policy to the Governance Committee and the Board for review and, in their discretion, approval.

### **Governance**

11. Communicate in a timely fashion with the Board on material matters affecting the Trust.
12. Communicate regularly with the Chair of the Board (**Board Chair**) and other Trustees to ensure that these responsibilities are being fully complied with and that Trustees are being provided with information necessary to fulfil their responsibilities and statutory obligations.
13. Assist the Governance Committee Chair in developing the Board, Board Committee and Individual Director Mandates.
14. Assist the Governance Committee Chair in developing an orientation program for new Trustees and a continuing education program for Trustees.

### **Disclosure**

15. With the Disclosure Review Committee, the Chief Financial Officer and other members of management, as needed, ensure appropriate and timely disclosure of material information.

### **Strategic & Operational Planning**

16. Ensure the development of the strategic direction and operational requirements for the Trust to maximize shareholder value, taking into account among other things, the opportunities and risks of the Trust's business.

### **Business Management**

17. Provide general supervision and management of the day-to-day business and affairs of the Trust within the guidelines established by the Board, consistent with decisions requiring prior approval of the Board and the Board's expectations of management.
18. Approve commitments within the limits of delegated approval authorities.

### **Risk Management**

19. With the Chief Financial Officer (**CFO**), provide the Board assurance that the proper systems are in place to identify and manage business risks and that such risks are acceptable to the Trust and are within the guidelines established by the Audit Committee and the Board.
20. With the CFO, ensure the accuracy, completeness, integrity and appropriate disclosure of the Trust's financial statements and other financial information through appropriate policies and procedures.
21. With the CFO, establish and maintain the Trust's disclosure controls and procedures through appropriate policies and procedures.
22. With the CFO, as required by applicable law, establish and maintain the Trust's internal controls over financial reporting through appropriate policies and procedures.
23. With the CFO, ensure that the Trust has complied with all regulatory requirements for the Trust's financial information, reporting, disclosure requirements and, when applicable, internal controls over financial reporting.
24. Provide required regulatory certifications regarding the Trust.
25. Ensure appropriate policies and procedures of the Trust are developed, maintained and disclosed.
26. Provide the External Communications Policy to the Board for review, and in the Board's discretion, approval.

### **Organizational Effectiveness / Succession**

27. Develop a strong organization with the right people in the right positions.
28. With the Governance Committee and the Board, ensure that the Trust has an effective senior management team below the level of the CEO, that the Board has regular exposure to senior management team members, and that there exists an effective plan of succession and development for the CEO and senior management.
29. Recommend appointments to senior management, monitor performance of senior management and provide feedback and training as appropriate.

### **CEO Performance**

30. With the Governance Committee and the Board, participate in developing the CEO Position Description.
31. With the Governance Committee and the Board, participate in developing CEO Annual Accountabilities consisting of personal and corporate goals and objectives aligned with The Trust's Mission, Vision, Principles, Values, Strategic Plan and Annual Operating Plan, as well as indicators to measure the CEO performance, and present them to the Board for review, and in the Board's discretion, approval.
32. Ensure that an annual evaluation of CEO performance is conducted by the Governance Committee and the Board.

**Other**

33. Carry out any other appropriate duties and responsibilities assigned by the Board.
34. To honour the spirit and intent of applicable law as it evolves, authority to make minor technical amendments to this Position Description is delegated to the Secretary, who will report any amendments to the Governance Committee at its next meeting.
35. Once or more annually, as the Governance Committee decides, this Position Description will be fully evaluated and updates recommended to the Board for consideration.

**Approved:** March 9, 2022

On Behalf of the Board:

Signed (*"John Ripley"*)

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John Ripley  
*Chairman*