

# MTY FOOD GROUP INC.

8210 Trans-Canada Road St-Laurent, Quebec, H4S 1M5

Annual Information Form For the year ended November 30, 2019

February 23, 2020

# TABLE OF CONTENTS

PRELIMINARY NOTES AND CAUTIONARY STATEMENT	5
CORPORATE STRUCTURE	6
Name, Address and Incorporation of the Company	6
Intercorporate Relationships	7
GENERAL DEVELOPMENT OF THE BUSINESS	7
Recent events	7
3 Year History	7
DESCRIPTION OF THE BUSINESS OF THE COMPANY	9
Overview	9
Restaurant Industry	10
Development of the Business	11
System Sales	15
Same store sales	16
Seasonality of System Sales	16
Supplies and Distribution	17
Franchise Operation	17
Sources of Revenue	18
Management	19
Employees	19
Intellectual Properties	19
Target Market	20
Competition	20
Strategy	21
New Franchise and Corporate Locations	21
New Retail Opportunities	22
Information Technology	22
Government Regulation	22
RISK FACTORS	. 23
Security Breaches and Confidential Guest Information	23

The Restaurant Industry and its Competitive Nature	24
Competition with other Franchisors	24
Economic Environment	24
Sustainability and growth of the Business	24
Food Borne Illnesses and Public Safety Issues	25
Reliance on Information Technology	25
Potential Litigation, Class Actions and Other Complaints	25
Customer Experience	26
Commodity Costs, Labour Shortages and Costs and Other Risks	26
Damage to the Company's Reputation	27
Government Regulation	27
Laws Concerning Employees	27
Currency Exchange Rates	27
Interest Rates	27
Price and Supply Fluctuation	28
The Company's Dependence on Key Personnel	28
Leases and Lease Renewals	28
Seasonality of the Business and Weather	28
Maintain adequate levels of collection from Franchisees	29
The Impact of changes in Sales Tax and changes to Federal, state / provincial Ta	<b>ix</b> 29
Ability to Locate and Secure Acceptable Location Sites	29
Uninsured and Underinsured Losses	29
International Locations	30
The Company's Dependence on the Franchisors of TCBY®, Rocky Mountain Chocolate Factory® and Au Vieux Duluth® Concepts	30
Corporate Governance	
Dividends	30
DIVIDEND POLICY	
DESCRIPTION OF CAPITAL STRUCTURE	
MARKET FOR SECURITIES – TRADING PRICE AND VOLUME	
Trading Price and Volume	
Prior Sales	

DIRECTORS AND OFFICERS	32
Name and Occupation	32
Independence of the directors	33
Nomination, orientation and continuing education	33
Security Holdings of the Directors and Officers	34
Corporate Cease Trade Orders, Bankruptcies, Penalties or Sanctions	34
Conflicts of Interest	35
PROMOTER	35
LEGAL PROCEEDINGS AND REGULATORY ACTIONS	35
TRANSFER AGENT AND REGISTRAR	35
INTEREST OF MANAGEMENT AND OTHERS IN MATERIAL TRANSACTIONS	35
MATERIAL CONTRACTS	35
INTEREST OF EXPERTS	36
AUDIT COMMITTEE INFORMATION OF MTY FOOD GROUP INC	36
Composition of the Audit Committee Relevant Education and Experience	
Reliance on Certain Exemptions	37
Pre-Approval Policies and Procedures	37
External Auditor Service Fees	37
ADDITIONAL INFORMATION	38
APPENDIX A	39
AUDIT COMMITTEE CHARTER	39
Purpose Composition Meetings Responsibilities Financial Reporting and Disclosures Risk Management and Internal Controls External Auditors Other 41 Authorities	39 39 39 39 40 40

## PRELIMINARY NOTES AND CAUTIONARY STATEMENT

#### **Date of Information**

Unless stated otherwise, the information presented in the Annual Information Form is as at November 30, 2019.

## Currency

All currency references in this Annual Information Form are in Canadian dollars.

## Information Incorporated by Reference

Certain information and documents referred to in the document such as financial statements and management discussion and analysis are available on the Canadian System of Electronic Document Analysis and Retrieval (SEDAR) at <u>www.sedar.com</u> under the Company's name.

In this Annual Information Form, "MTY Food Group Inc.", "MTY" or the "Company" designates, as the case may be, MTY Food Group Inc. and its subsidiaries, or MTY Food Group Inc., or one of its subsidiaries.

#### Non-IFRS Measures

Unless otherwise indicated, the financial information presented below, including tabular amounts, is prepared in accordance with International Financial Reporting Standards ("IFRS"). MTY uses earnings before interest, taxes, depreciation and amortization ("EBITDA"), because this measure enables management to assess the Company's operational performance.

The Company also discloses same store sales growth, which are defined as comparative sales generated by stores that have been open for at least thirteen months or that have been acquired more than thirteen months ago. Same store sales growth provides information on the comparative performance of the restaurants in our network from one period to the next.

Similarly, the Company uses system sales to evaluate the size and performance of MTY's network, as well as to indicate its income-generation potential. System sales include the sales of existing restaurants, of the ones that have closed or have opened during the period, as well as the sales of new concepts acquired from the closing date of the transaction and forward.

These measures are widely accepted financial indicators but are not a measurement determined in accordance with IFRS and may not be comparable to those presented by other companies. These non-IFRS measures are intended to provide additional information about the performance of MTY and should not be considered in isolation or as a substitute for measure of performance prepared in accordance with IFRS.

The Company uses these measures to evaluate the performance of the business as they reflect its ongoing operations. Management believes that certain investors and analysts use EBITDA to measure a company's ability to meet payment obligations or as a common measurement to value companies in the industry. Similarly, same store sales growth and system sales provide additional information to investors about the performance of the network that is not available under IFRS. Both measures are components in the determination of short-term incentive compensation for some employees.

#### **Cautionary Statement Regarding Forward-looking Information**

These forward-looking statements include, but are not limited to, statements relating to certain aspects of the business outlook of the Company during the course of 2019. Forward-looking statements also include any other statements that do not refer to independently verifiable historical facts. A statement made is forward-looking when it uses what is known and expected today to make a statement about the future. Forward-looking statements may include words such as aim, anticipate, assumption, believe, could, expect, goal, guidance, intend, may, objective, outlook, plan, project, seek, should, strategy, strive, target and will. All such forward-looking statements are made pursuant to the 'safe harbour' provisions of applicable Canadian securities laws.

Unless otherwise indicated by the Company, forward-looking statements in this Annual Information Form describe the Company's expectations at February 23, 2020 and, accordingly, are subject to change after such date. Except as may be required by Canadian securities laws, MTY does not undertake any obligation to update or revise any forward-looking statements, whether as a result of new information, future events or otherwise.

Forward-looking statements, by their very nature, are subject to inherent risks and uncertainties and are based on several assumptions which give rise to the possibility that actual results or events could differ materially from the expectations expressed in or implied by such forward-looking statements and that the business outlook, objectives, plans and strategic priorities may not be achieved. As a result, the Company cannot guarantee that any forward-looking statement will materialize, and you are cautioned not to place undue reliance on these forward-looking statements. Forward-looking statements are provided in this Annual Information Form for the purpose of giving information about management's current strategic priorities, expectations and plans and allowing investors and others to get a better understanding of the business outlook and operating environment. Readers are cautioned, however, that such information may not be appropriate for other purposes.

Forward-looking statements made in this Annual Information Form are based on a number of assumptions that are believed were reasonable on February 23, 2020. Refer, in particular, to the section of this Annual Information Form entitled Risk Factors for a description of certain key economic, market and operational assumptions used in making forward-looking statements contained in this Annual Information Form. If the assumptions turn out to be inaccurate, the actual results could be materially different from what is expected.

Important risk factors that could cause actual results or events to differ materially from those expressed in or implied by the above-mentioned forward-looking statements and other forward-looking statements included in this Annual Information Form include, but are not limited to: the intensity of competitive activity, and the resulting impact on the ability to attract customers' disposable income; the Company's ability to secure advantageous locations and renew existing leases at sustainable rates; the arrival of foreign concepts, the ability to attract new franchisees; changes in customer tastes, demographic trends and in the attractiveness of concepts, traffic patterns, occupancy cost and occupancy level of malls and office towers; general economic and financial market conditions, the level of consumer confidence and spending, and the demand for, and prices of, the products; the ability to implement strategies and plans in order to produce the expected benefits; events affecting the ability of third-party suppliers to provide essential products and services; labour availability and cost; stock market volatility; volatility in foreign exchange rates or borrowing rates; foodborne illness; operational constraints and the event of the occurrence of epidemics, pandemics and other health risks.

These and other risk factors that could cause actual results or events to differ materially from the expectations expressed in or implied by the forward-looking statements are discussed in this Annual Information Form.

MTY cautions readers that the risks described above are not the only ones that could impact the Company. Additional risks and uncertainties not currently known or that are currently deemed to be immaterial may also have a material adverse effect on the business, financial condition or results of operations.

Except as otherwise indicated by MTY, forward-looking statements do not reflect the potential impact of any nonrecurring or other special items or of any dispositions, monetizations, mergers, acquisitions, other business combinations or other transactions that may be announced or that may occur after February 23, 2020. The financial impact of these transactions and non-recurring and other special items can be complex and depends on the facts particular to each of them. MTY therefore cannot describe the expected impact in a meaningful way or in the same way the Company presents known risks affecting the business.

# CORPORATE STRUCTURE

#### Name, Address and Incorporation of the Company

MTY Food Group Inc./Le Groupe d'Alimentation MTY inc. is a corporation established under the laws of the *Canada Business Corporations Act*. The Company was originally named 318782 B.C. Ltd. incorporated under the laws of the Province of British Columbia pursuant to Articles of Incorporation dated December 11, 1986 and changed its name to "Faber Resources Corp." on January 20, 1987. Subsequently, it changed its name to "Golden Sky Resources Inc." on November 12, 1987 and to "Golden Sky Ventures International Inc." on June 7, 1994. Golden Sky Ventures International Inc. was continued under section 187 of the *Canada Business Corporations Act* on July 26, 2000 and changed its name to "iNsu Innovations Group Inc.". On July 8, 2003, the name of the Company was changed from iNsu Innovations Group Inc. ".

The registered and head office of the Company is located at 8210 Trans-Canada Highway, St-Laurent, Quebec, H4S 1M5.

#### Intercorporate Relationships

The following table sets forth the main operating subsidiaries of the Company, their jurisdiction of incorporation and the percentage of voting rights attached to voting securities held by the Company.

Name of subsidiary	subsidiary Percentage of voting rights held		Jurisdiction of incorporation
	Directly	Through subsidiaries	
MTY Franchising Inc.	100%	_	Canada
MTY Franchising USA, Inc.		100%	Delaware
Kahala Brands Ltd.		100%	Delaware
Papa Murphy's Holdings Inc.		100%	Delaware

# GENERAL DEVELOPMENT OF THE BUSINESS

#### **Recent events**

On December 3, 2019, one of the Company's wholly owned subsidiaries completed its acquisition of a 70% interest in Turtle Jack's Muskoka Grill, COOP Wicked Chicken and Frat's Cucina (together "Tortoise Group"), three casual dining concepts operating in the province of Ontario, for a consideration of \$19.1 million. There are currently 19 franchised Turtle Jack's restaurants in operation. The two COOP Wicked Chicken and the Frat's Cucina restaurants are company-owned, both concepts being in their start-up period.

On January 20, 2020, the Company approved a quarterly dividend of \$0.185 per common share to be paid out February 14, 2020.

#### 3 Year History

#### Highlights of the 2019 fiscal year

On December 10, 2018, the Company completed its acquisition of most of the assets of Casa Grecque for a total consideration of \$22.0 million, of which \$20.9 million was financed from MTY's cash on hand and existing credit facilities, while \$0.2 million in net liabilities was assumed and \$1.3 million was held back.

On March 21, 2019 the Company acquired the assets of South Street Burger for a total consideration of approximately \$4.9 million. A total of approximately \$4.1 million was paid on closing, financed from MTY's cash on hand and existing credit facilities, while \$0.2 million in net liabilities was assumed and \$0.7 million was held back. At closing, there were 24 franchised restaurants and 13 corporate restaurants in operation.

On May 23, 2019, the Company, through the merger of a wholly-owned US subsidiary with Papa Murphy's Holding Inc. ("PM"), acquired all the outstanding shares of PM. The total consideration for the transaction was \$255.2 million. At closing, PM operated 1,301 franchised and 103 corporate-owned stores in the U.S., Canada and United Arab Emirates.

On July 15, 2019, the Company's Canadian operations completed its acquisition of the assets of Yuzu Sushi for a total consideration of \$27.6 million. A total of approximately \$25.4 million was paid on closing, financed from MTY's cash on hand and existing credit facility and \$2.2 million was held back in the form of contingent consideration. At closing, there was 129 franchised restaurants in operation.

On July 19, 2019, the Company's Canadian operations completed its acquisition of the assets of Allô! Mon Coco for a total consideration of \$30.7 million. A total of approximately \$24.1 million was paid on closing, financed from MTY's cash on hand and existing credit facility, while \$0.2 million in net liability was assumed and \$7.1 million was held back in the form of contingent consideration and holdbacks. At closing, there was 40 franchised restaurants in operation.

#### Highlights of the 2018 fiscal year

On December 1, 2017, the Company announced that it had completed the acquisition of the limited liability company interests in CB Franchise Systems LLC and Built Franchise Systems LLC. The purchase price was \$31.0 million (US\$ 23.5 million) of which \$28.3 million (US\$ 22.3 million) was paid at closing. At closing 41 franchised and 3 corporately owned restaurants were in operation.

On March 1, 2018, the Company, through the merger of a wholly-owned subsidiary with Imvescor Restaurant Group Inc. ("IRG"), acquired all the outstanding shares of IRG. The total consideration for the transaction was \$250.8 million,

of which \$53.1 million was settled in cash and the remaining in shares. At closing IRG operated 5 brands in Canada and had 261 locations in operation.

On March 15, 2018, one of the Company's wholly-owned subsidiaries acquired the assets of Grabbagreen®. The total consideration amounted to \$3.4 million (US\$ 2.6 million), of which \$3.1 million (US\$ 2.4 million) was paid on closing. At closing, there were 27 locations in operation in the United States.

On April 4, 2018, one of the Company's wholly-owned subsidiaries acquired the assets of Timothy's World Coffee® and Mmmuffins®. The total consideration amounted to \$1.3 million, of which \$1.2 million was paid on closing. At closing, there were 39 locations in operation in Canada.

On September 25, 2018, the Company announced that it had completed the acquisition of substantially all of the assets of SweetFrog Premium Frozen Yogurt for \$41.5 million (US\$ 32.1 million). Of this total, \$37.4 million (US\$ 28.9 million) was paid on closing. At closing, there were 331 franchised/licensed locations in the US and 8 located internationally.

#### Highlights of the 2017 fiscal year

On December 9, 2016, the Company announced that it had completed through its 60% controlling interest in a subsidiary the acquisition of the assets of La Diperie. The Company's share of the purchase consideration amounted to \$0.9 million, satisfied by the payment of \$0.8 million cash. At closing, La Diperie operated 5 stores in Canada.

On February 1, 2017, the Company sold its exclusive Canadian master franchise rights of Yogen Früz for \$0.8 million.

On May 8, 2017, the Company announced that it had completed the acquisition of the assets of Steak Frites St-Paul and Giorgio Ristorante for an amount of \$0.4 million, of which \$0.3 million was paid from cash on hand. At closing, 6 Giorgio Ristorante and 9 Steak Frites were in operation. All locations are located in Canada.

On June 9, 2017, the Company announced it had completed the acquisition of the assets of The Works Gourmet Burger Bistro. The purchase price was \$8.2 million of which \$7.1 million was settled in cash. At closing, there were 27 locations in operation, all of them located in Canada.

On June 16, 2017, the Company announced it had completed through its 80% controlling interest in a subsidiary the acquisition of the assets of Houston Avenue Bar & Grill ("Houston") and Industria Pizzeria + Bar ("Industria"). The Company's share of the purchase consideration was \$16.8 million of which \$12.8 million was settled in cash. At closing nine Houston and three Industria were in operation. All locations are located in Canada.

On September 29, 2017, the Company announced it had completed through its 100% owned subsidiary MTY Tiki Ming Entreprises Inc., the acquisition of the assets of Dagwoods Sandwiches and Salads. At closing, Dagwoods operated 22 stores in Canada. The purchase price was \$3.0 million.

## DESCRIPTION OF THE BUSINESS OF THE COMPANY

#### Overview

The Company is among North America's leading franchisors of the restaurant industry. Its activities consist of franchising and operating corporate-owned locations in the quick service restaurant ("QSR") and casual dining segments of the restaurant industry as well as the sale of retail products under a multitude of banners. The Company also operates two distribution centers and two food processing plants, which are all located in the province of Quebec. Its multi-concept model allows the Company to position itself across a broad range of demographic, economic and geographic sectors. The Company's concepts are as follows:



The Company operates two main geographical segments; the Canadian operations and the USA & International operations.

In both cases, the operations mainly consist of franchising in the quick-service and casual dining restaurant industry. As such, the main revenue streams for both segments are royalties, franchise fees, sales of services and material to franchisees and other franchising revenues.

The Company also operates some corporate restaurants – as at November 30, 2019, the Company had 50 corporate outlets in Canada and 94 in the United States.

## **Restaurant Industry**

The foodservice industry is a dynamic, innovative and important sector of the Canadian and US economies. Canadian households were expected to spend 39.6% of their food dollars in restaurants in 2019<sup>1</sup>. The average American households were expected to spend 54.4% of their food dollars in restaurants<sup>2</sup>.

Total commercial foodservice sales in Canada were forecasted to grow over \$74.5 billion in 2019, representing an increase of \$2.6 billion over 2018. Canada's foodservice industry grew at a slower-than-expected rate by 3.9% during the first seven months of 2019 when compared to the same period in 2018. This was due to colder winter temperatures at the beginning of 2019 and a cold spring<sup>1</sup>. Quick Service and full-service restaurants represent the two largest segments of commercial foodservice and are expected to grow at an average forecasted growth of 3.7% and 3.5% respectively during the next year. The average annual per capita restaurant sales are expected to reach \$1,942 in 2020<sup>1</sup>. One of the country's largest employers, the foodservice industry provides jobs for more than 1.2 million Canadians<sup>3</sup>.

In the United States, the restaurant industry sales are expected to reach US \$863 billion in 2019, an increase of 3.6% over 2018<sup>4</sup>. The restaurant industry is projected to employ 15.3 million people in 2019<sup>5</sup>.

In 2016, the average pre-tax profit of restaurants in Canada was 4.3% of operating revenues (4.3% for quick service restaurants and 3.8% for full-service restaurants). The most important expenses were cost of sales at 34.8% of sales, salaries and wages at 31.0% of sales and rental and leasing costs, at 8.1% of sales<sup>6</sup>.

The Company's current market share in North America remains under 1% of the market.

In the United States, Papa Murphy's Pizza, Cold Stone Creamery and Baja Fresh Mexican Grill rank in the top 250<sup>7</sup> chains.

<sup>&</sup>lt;sup>1</sup> Source: Restaurants Canada, Foodservice Industry Forecast, 2019-2023

<sup>&</sup>lt;sup>2</sup> Source: United States Department of Agriculture: <u>https://www.ers.usda.gov/data-products/ag-and-food-statistics-charting-the-essentials/food-prices-and-spending/</u>

<sup>&</sup>lt;sup>3</sup> Source: Statistics Canada, Employment by Industry, annual

<sup>&</sup>lt;sup>4</sup> Source: <u>https://www.nrn.com/sales-trends/us-restaurant-sales-reach-record-863b-2019-nra-says</u>

<sup>&</sup>lt;sup>5</sup> Source: https://restaurant.org/Downloads/PDFs/Research/SOI/restaurant\_industry\_fact\_sheet\_2019.pdf

<sup>&</sup>lt;sup>6</sup> Source: Restaurants Canada, 2019 Operations Report

<sup>&</sup>lt;sup>7</sup> Source: Restaurants Business, <u>https://www.restaurantbusinessonline.com/top-500-2018</u>

# **Development of the Business**

A number of the Company's concepts were developed internally while the others were added through the several acquisitions completed by MTY over the years. The table below lists those concepts developed by MTY:

Concept	Year of launch of first location
Tiki Ming®–Chinese Cuisine	1983
Sukiyaki® - A Japanese delight	1988
Franx Supreme® – hot dog/hamburger <sup>3</sup>	1989
Chick'n'Chick <sup>1</sup>	1995
Panini Pizza Pasta®	1995
Caferama® <sup>2</sup>	1999
Au Vieux Duluth Express®, through an exclusive area development agreement for Quebec and Ontario	2002
Villa Madina®	2003
Kim Chi Korean Delight®	2006
Vie & Nam®	2008
Tandori	2008
O'Burger®	2008
Tosto Quickfire Pizza Pasta®	2015
Ginger Sushi Boutique®	2017
La Boite Verte®	2019
Eat Pure®	2019

<sup>1</sup> The last Chick'n'Chick outlet closed during the 2013 fiscal period

<sup>2</sup> The last Caferama outlet was closed during the Company's 2012 fiscal period

<sup>3</sup> The last Franx Supreme outlet was closed during the Company's 2019 fiscal period

The following table provides details on the acquisitions completed by MTY to date:

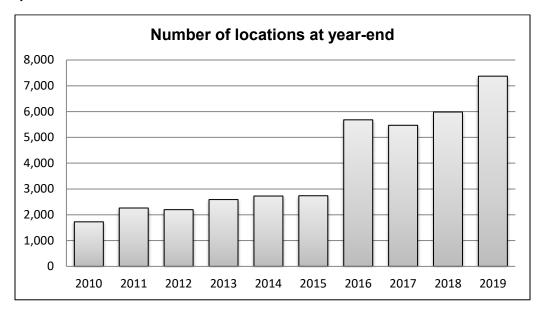
	Acquisition	%	# of franchised	# of corporate
Brand	year	ownership	locations	locations
Fontaine Santé/Veggirama	1999	100%	18	—
La Crémière	2001	100%	71	3
Croissant Plus	2002	100%	18	2
Cultures	2003	100%	24	_
Thaï Express	May 2004	100%	6	_
Mrs. Vanelli's	June 2004	100%	103	_
TCBY – Canadian master franchise right	September 2005	100%	91	_
Yogen Früz <sup>™</sup> exclusive master franchise	April 2006	100%	152	_
rights in Canada <sup>1</sup>				
Sushi Shop	September 2006	100%	42	5
Koya Japan	October 2006	100%	24	_
Sushi Shop – existing franchise locations	September 2007	100%	_	15
Tutti Frutti	September 2008	100%	29	_
Taco Time – Canadian master franchise	October 2008	100%	117	_
rights				
Country Style Food Services Holdings Inc.	May 2009	100%	475	5
Groupe Valentine inc.	September 2010	100%	86	9
Jugo Juice	August 2011	100%	134	2
Mr. Submarine	November 2011	100%	338	
Koryo Korean BBQ	November 2011	100%	19	1

<sup>&</sup>lt;sup>1</sup> The Yogen Früz<sup>™</sup> exclusive master franchise rights in Canada were disposed of on February 1<sup>st</sup>, 2017

	Acquisition	%	# of franchised	# of corporate
Brand	year	ownership	locations	locations
Mr. Souvlaki	September 2012	100%	14	—
SushiGo	June 2013	100%	3	2
Extreme Pita, PurBlendz and Mucho	September 2013	100%	300 - 34 of	5
Burrito ("Extreme Brandz")			which in the	
			United States	
ThaïZone	September 2013	80% +	25 and 3 mobile	—
	March 2015	20%	restaurants	
Madisons	July 2014	90% +	14	—
	September 2018	10%		40
Café Dépôt, Muffin Plus, Sushi-Man and Fabrika	October 2014	100%	88	13
Van Houtte Café Bistros – perpetual	November 2014	100%	51	1
franchising license		10070	51	
Manchu Wok, Wasabi Grill & Noodle and	December 2014	100%	115	17
SenseAsian		10070	110	
Big Smoke Burger	September 2015	60% +	13	4
5 5	September 2016	40%		
Kahala Brands Ltd - Cold Stone Creamery,	July 2016	100%	2,839	40
Blimpie, Taco Time, Surf City Squeeze,				
The Great Steak & Potato Company,				
NrGize Lifestyle Café, Samurai Sam's				
Teriyaki Grill, Frullati Café & Bakery,				
Rollerz, Johnnie`s New York Pizzeria,				
Ranch One, America's Taco Shop,				
Cereality, Tasti D-Lite, Planet Smoothie,				
Maui Wowi and Pinkberry				
BF Acquisition Holdings, LLC – Baja Fresh	October 2016	100%	167	16
Mexican Grill and La Salsa Fresh Mexican				
Grill				
La Diperie	December 2016	60% +	5	—
	March 2019	5%		
Steak Frites St-Paul and Giorgio	May 2017	83.25% +	15	_
Ristorante	September 2018	9.25%		
The Works Gourmet Burger Bistro	June 2017	100%	23	4
Houston Avenue Bar & Grill and Industria	June 2017	80%	12	—
Pizzeria + Bar	0 1 1 0017	1000/		
Dagwoods Sandwiches and Salads	September 2017	100%	20	2
The Counter Custom Burgers	December 2017	100%	36	3
Built Custom Burgers	December 2017	100%	5	
Imvescor Restaurant Group - Baton	March 2018	100%	253	8
Rouge, Pizza Delight, Scores, Toujours				
Mikes, and Ben & Florentine	NA 1 0040	1000/	00	
Grabbagreen	March 2018	100%	26	1
Timothy's World Coffee and Mmmuffins -	April 2018	100%	32	7
perpetual franchising license	Contomk 0040	100%	001	
SweetFrog Premium Frozen Yogurt	September 2018	100%	331	—
Casa Grecque	December 2018	100%	31	
South Street Burger	March 2019	100%	24	13
Papa Murphy's	May 2019	100%	1,301	103
Yuzu Sushi	July 2019	100%	129	

Brand	Acquisition	%	# of franchised	# of corporate
	year	ownership	locations	locations
Allô! Mon Coco	July 2019	100%	40	—

The growth in the number of locations over the last 10 years came primarily from the acquisitions described above. However new locations are frequently opened thus also contributing to the growth in MTY's location count. As at November 30, 2019, 7,373 locations were in operation. The chart below provides details on the locations' growth over the last 10 years:



Out of the 7,373 locations in operation, 7,229 were franchised or subject to an operator agreement and the remaining 144 locations are operated by MTY. The following chart provides historical details on the breakdown between the number of franchised locations and corporate owned locations:



Franchised or subject to an operator agreement

MTY's locations can be found in: i) mall and office tower food courts and other shopping mall locations; ii) street front; and iii) non-traditional format within airports, hospitals, campuses, petroleum retailers, convenience stores, grocery stores, cinemas, amusement parks and in other venues or retailers shared sites.

The table below provides the breakdown of MTY's locations unit counts and system wide sales by type as at the two most recent completed fiscal years:

Location type	% of locat	ion count	% of syster year en	
21	Novemb	er 30	Novemb	er 30
	2019	2018	2019	2018
Shopping mall & food court	16%	21%	17%	22%
Street front	63%	56%	72%	63%
Non-traditional format	21%	23%	11%	15%

The geographical breakdown of MTY's locations and system sales consists of:

Geographical Location	% of locat Novem		% of syst 12 month Novem	is ended
	2019	2018	2019	2018
Canada	38%	44%	46%	51%
United States	55%	47%	49%	43%
International	7%	9%	5%	6%

The location count by concepts at November 30, 2019 appear in the table below:

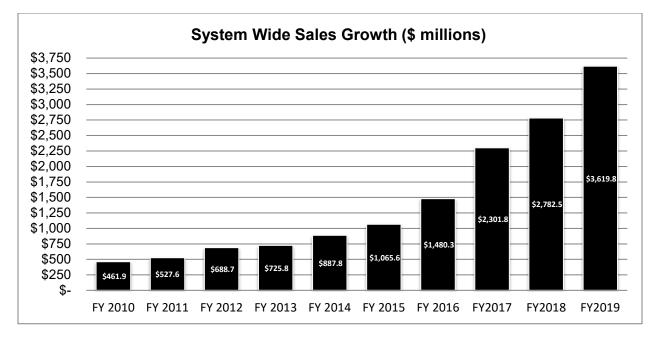
Canada		United States and International		
Allô! Mon Coco®	39	America's Taco Shop ®	3	
Au Vieux Duluth Express®	4	Baja Fresh Mexican Grill ®	122	
Bâton Rouge	30	Big Smoke Burger ®	4	
Ben & Florentine	60	Blimpie ®	204	
Big Smoke Burger®	12	Built Custom Burgers	7	
Built Custom Burgers	1	Cereality ®	1	
Buns Master®	3	Cold Stone Creamery ®	1,314	
Café Dépôt ®	51	Country Style®	3	
Casa Grecque®	30	Extreme Pita®	3	
Country Style®	298	Frullati Café & Bakery®	11	
Cultures®	45	Ginger Sushi Boutique ®	2	
Dagwoods Sandwiches & Salads®	17	Grabbagreen®	22	
Eat Pure®	1	Great Steak ®	55	
Extreme Pita®	68	Johnnie's New York Pizzeria	3	
Giorgio Ristorante®	4	Kahala Coffee Traders®	7	
Houston Avenue Bar & Grill ®	9	La Salsa Fresh Mexican Grill ®	14	
Industria Pizzeria + Bar ®	8	Manchu Wok ®	32	
Jugo Juice®	117	Maui Wowi Hawaiian Coffees & Smoothies ®	305	
Kim Chi Korean Delight ®	13	MR. SUB ®	5	
Koryo Korean Barbeque®	13	Ms. Vanellis ®	44	
Koya Japan®	13	Mucho Burrito ®	4	
La Boite Verte®	2	NrGize Lifestyle Café ™	79	
La Crémière®	37	Pad Thai ®	10	
La Diperie	41	Papa Murphy's ®	1,375	
Madisons ®	13	Pinkberry ®	100	
Manchu Wok ®	78	Planet Smoothie ®	143	
Mikes ®	70	Ranch One ®	2	
MMMuffins®	2	Rocky Mountain Chocolate Factory ®	98	
Mr Souvlaki®	18	Rollerz™	1	
MR.SUB®	255	Samurai Sam's ®	16	

Canada (continued)	
Ms. Vanellis ®	14
Mucho Burrito ®	130
Muffin Plus ®	21
O`burger®	2
Pizza Delight®	71
Scores®	38
SensAsian®	1
South Street Burger®	35
Steak Frites St-Paul®	7
Sukiyaki®	7
SushiGo ®	3
Sushi-Man ®	10
Sushi Shop®	162
Taco Time®	125
Tandori ™	6
TCBY®	43
Thaï Express® / Pad Thaï	301
Thaïzone ®	41
The Works Gourmet Burger Bistro®	27
Tiki Ming®	23
Tim Hortons Cold Stone Canada	1
Timothy's World Coffee®	28
Tosto Quickfire Pizza Pasta ®	2
Tutti Frutti®	28
Valentine®	99
Van Houtte ®	43
Vie & Nam®	4
Villa Madina®	39
Wasabi Grill & Noodle ®	3
Yuzu®	152
Total	2,818

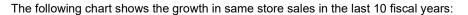
United States and International (continued)		
South Street Burger ®	1	
Sukiyaki ®	2	
Surf City Squeeze ®	84	
SweetFrog®	299	
Taco Time ®	123	
Tandori ®	1	
Tasti D-Lite ™	7	
Thai Express®/ Pad Thai®	15	
The Counter®	33	
Van Houtte ®	1	
Total	4,555	

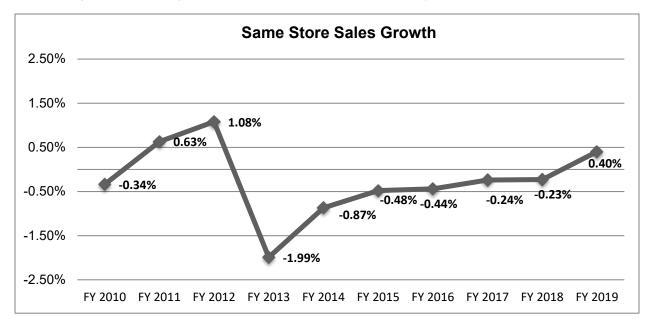
# System Sales

The following chart shows the growth in system sales realized during the last 10 fiscal periods:



#### Same store sales

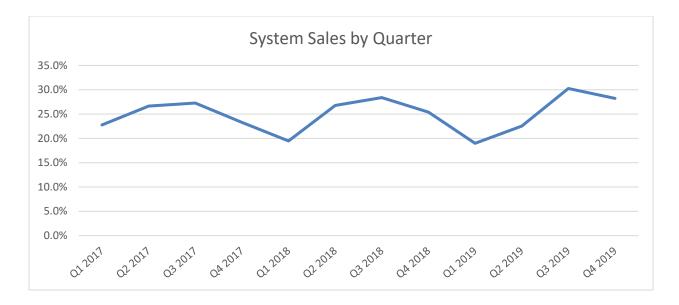




#### Seasonality of System Sales

Results of operations for any interim period are not necessarily indicative of the results of operations for the full year. The Company expects that seasonality will continue to be a factor in the quarterly variation of its results. For example, the Frozen treat category, which is a significant category in the US market, varies significantly during the winter season as a result of weather conditions. This risk is offset by other brands which have better performance during winter seasons such as the newly acquired Papa Murphy's which does better during winter months. Although the Company is trying to offset this risk, it still expects seasonality and weather conditions to be a factor in the quarterly variation of its results. Sales have been historically above average during May to August due to its frozen treat category and its increasing percentage in street front locations. The Company expects that this seasonality will be somewhat offset by the sale of the take-and-bake pizza's at Papa Murphy's which usually sells better when the temperature is cooler. Sales for shopping mall locations are also higher than average in December during the holiday shopping period.

The graphic below shows the seasonality of sales per type of outlet during the last twelve quarters:



The Company expects this seasonality to shift with the acquisition of Papa Murphy's, whose sales have historically been stronger in the winter months.

# Supplies and Distribution

Franchisees are required to purchase the majority of their ingredients, products, materials, supplies and other items which are necessary for the operation of their businesses directly through Company's authorized distributors. The Company has a purchasing department that is responsible for leveraging the buying power of the Company to deliver the goods and services required in the operation of the locations. The supply and distribution arrangements are managed by the Company's purchasing department. Under these arrangements, independent distributors authorized by the Company purchase certain products directly from the Company's approved suppliers and then store, sell and distribute them to the Company's locations.

Fluctuations of price are passed through to the Company owned and franchise locations. These arrangements help assure the availability of products and provide quality control measures and efficient distribution of these products to the locations. Most goods and services required for the operations of the locations are generally available and can be provided from alternate suppliers. The Company supplies many of its concepts certain products through its St-Hyacinthe and Laval, Quebec distribution centers and manufactures certain products in its food processing plant, located in Levis, Quebec.

#### **Franchise Operation**

The legal relationship with the Company's franchisees is governed by a franchise agreement for a term that is typically 10 to 15 years for traditional locations and typically 3 to 5 years for non-traditional locations. Apart from some non-traditional locations and some locations governed under master franchise agreements, each location is subject to a separate franchise agreement. The franchise agreement grants the right to use the trademarks in association with concepts within a limited area and specifies comprehensive standards of practice governing all relevant operational matters.

The initial franchise fee usually ranges from \$25,000 to \$50,000 for traditional locations and from \$5,000 to \$17,500 for non-traditional locations. Pursuant to the franchise agreement, the Company collects an ongoing royalty fee from each franchisee of approximately 3% to 7% of gross sales. For most concepts, the Company either relies on franchisees to accurately report their gross sales on a frequency as prescribed in their franchise agreement or polls the sales directly from the point of sale system in place in the store.

For other concepts, the royalty fees are built-in the price of the products and are collected by the Company through authorized distributors. Each franchise agreement specifies additional payments to be made to the Company by each franchisee. The franchise agreement also sets out the parameters of employee training, technical assistance and other services to be provided to franchisees by the Company. A franchise agreement may not be assigned by the franchisee. Each franchise agreement may be terminated upon certain prescribed circumstances.

Approximately 1,166 locations are controlled by 48 groups of franchisees owning 10 or more locations. Seven groups control more than 45 locations.

## Sources of Revenue

The Company's revenues come from the following sources:

#### Franchising

Franchising revenues include various revenues generated by the franchising operations, as described below. During the years ended November 30, 2019 and 2018, such revenues represented 52% and 59% of consolidated revenues respectively.

- Royalty fees. The Company collects an ongoing royalty fee from each franchisee with the fee generally ranging between 3% and 7% of gross sales depending on the concepts and is, in general, payable on a weekly or monthly basis.
- Initial franchise fees. The Company charges an initial franchise fee usually ranging from \$25,000 to \$50,000 (\$5,000 to \$17,500 for non-traditional locations) at the commencement of the initial term of the franchise agreement. Initial franchise fees are recognized on a straight-line basis over the term of the franchise agreement as the performance obligation relating to franchise rights is fulfilled. Amortization begins once the restaurant has opened.
- Master license fees. The Company charges a master license fee when it grants territorial rights for the development of its concepts. Upfront fees related to master license agreements are recognized over the term of the master license agreements on a straight-line basis.
- Renewal fees. The Company charges a fee upon the re-grant of an expired franchise. Depending on the concept, the fee ranges from \$1,000 to \$5,000 per renewed year. Renewal fees and transfer fees are recognized on a straight-line basis over the term of the related franchise agreement.
- Revenue from sale of franchise locations. In some cases, the Company manages the construction of a new restaurant, which is then delivered on a "turn-key" basis to the franchisee on completion. Restaurant construction and renovation revenue is recognized when the construction and renovation are completed.
- Sales of Goods and Equipment. Franchisees are required to purchase certain goods and equipment used and sold at their locations from the Company, which the Company provides to the franchisees at a profit. Revenues are recognized when goods are delivered. The Company also generates some administration fees from reselling services to its franchisees.
- Rental income. The Company earns rent revenues on certain properties and leases it holds and sign rental revenue. For many locations, the Company leases the premises occupied by the franchisee from the owner of the property and subleases these premises to the franchisee. In some cases, the Company charges percentage or additional rent as a supplement to the rent per lease agreement between the owner of the property and the Company for the obligations incurred by the Company pursuant to such lease. In some other cases, the Company acts as an agent and doesn't recognize revenues or expenses in its consolidated financial statements.
- The Company recognizes breakage income on a pro-rated recognition basis, which is based on the historical redemption pattern of the gift cards. The Company also charges various program fees to its franchisees as gift cards are redeemed.
- Supplier considerations. The Company receives considerations from suppliers. Supplier contributions are recognized in the month they are earned.
- Transfer fees & other fees. The Company charges a fee for the transfer of a franchise, documenting changes to the franchise agreement and other documents, providing plans and specifications for store design and for construction supervision.

Revenue from food processing, distribution and retail

During the years ended November 30, 2019 and 2018, food processing, distribution revenues represented 17% and 12% of consolidated revenues respectively.

- The Company earns revenues from producing a variety of food products. Food processing revenues are
  recognized when goods have been delivered to end-users or when significant risks and rewards of ownership
  have been transferred to distributors or retailers.
- Distributions revenues. The Company earns revenue from distributing food and restaurant supplies to its Valentine and Casa Grecque locations. Revenues are recognized once the goods have been delivered to the franchise location.
- Retail revenue. The Company earns revenue from the sale of products in retail stores. Retail revenue is
  recognized when goods have been delivered or when significant risks and rewards of ownership have been
  transferred and it is probable that the economic benefit associated with the transaction will flow to the
  Company.

#### Revenue from corporate owned locations

The Company also generates revenues from the restaurant locations which it owns and operates. Revenue from corporate-owned locations is recorded when services are rendered. Revenues from corporate owned locations have represented 16% and 15% of total revenues for 2019 and 2018 respectively.

#### Revenue from promotional funds

Promotional fund contributions are based on a percentage of gross sales as reported by the franchisees. Corresponding promotional fund transfers to the promotional funds are reported separately and included in accounts payable and accrued liabilities. The Company is not entitled to retain these promotional fund payments received and is obligated to transfer these funds to be used solely for use in promotional and marketing-related costs for specific restaurant banners. The Company sometimes charges a fee for the administration of the promotional funds. Revenues from promotional funds have represented 16% of total revenues for 2019 and 2018.

#### Management

The Company's ability to attract and retain skilled management personnel has been a key factor in the development of its restaurant system. The Company benefits from a management team that is highly experienced in the restaurant industry. The loss of some key management personnel could have a material impact on the operations of the Company.

#### Employees

As at November 30, 2019, the Company and its subsidiaries had approximately 2,825 employees working in Canada and in the United States. Of those, 1,942 work in corporate restaurants, in the food processing or distribution plant. Of the other employees, approximately 453 are located in Canada and 430 in the United States.

#### Intellectual Properties

The intellectual properties are sublicensed by the Company to franchisees. Maintaining and increasing its various "brand identities" through the use of intellectual properties is a key element to the success of the Company. The intellectual properties owned and used by the Company include trademarks that are registered or pending registration under the *Trade-marks Act* in Canada, under the *Trademark Act of 1946* in the United States or other international trademark agencies, unregistered trademarks and other trademarks relating to the concepts Au Vieux Duluth Express®, TCBY® and Rocky Mountain Chocolate Factory® are licensed by the Company. The rights for the Company to use these licensed trademarks and related intellectual properties, to operate and franchise the concepts Au Vieux Duluth Express®, TCBY®, Rocky Mountain Chocolate Factory®, Van Houtte® and Timothy's World Coffee are governed pursuant to the following Master Franchise or Development agreements.

#### Au Vieux Duluth Express Area Development Agreement

Au Vieux Duluth Express Area Development Agreement dated May 2, 2002 for the provinces of Quebec and Ontario between Restaurants Au Vieux Duluth Inc. and Tiki Ming. The original agreement was for a term of 10 years, from May 2, 2002 to May 1, 2012 and includes a 10 years option to renew, at Tiki Ming's option, which is subject to certain conditions. Following the expiry of the original term, the agreement has been renewed from month to month.

#### TCBY Transnational Master Franchise Agreement

TCBY Transnational Master Franchise Agreement dated February 20, 1992, as amended and assigned from time to time, between TCBY Systems, LLC (formerly TCBY Systems, Inc and Tremlac Food Canada Limited/Les Aliments Tremlac Canada limitée (as assigned by Daniel Tremblay and Paul Lachance, and later Donald Foley) and, as assigned to Tiki Ming on September 28, 2005 for the territory of Canada expiring on December 31, 2025.

# Rocky Mountain Chocolate Factory Master License Agreement

Master License Agreement dated August 17, 2009 between Kahala Franchising Corp. and Rocky Mountain Chocolate Factory, Inc., granting an irrevocable non-exclusive right to the Company to offer Rocky Mountain Chocolate Factory products in existing Cold Stone Creamery locations in the United States or to open co-branded (Cold Stone Creamery/Rocky Mountain Chocolate Factory) stores. This agreement is valid as long as the Company's network has Rocky Mountain Chocolate Factory stores in operation and as long as there is no default to the clauses contained in the agreement.

#### Tim Hortons Master License Agreement

Master License Agreement dated November 6, 2009 and amended May 17, 2016 permitting Tim Hortons stores to offer Cold Stone Creamery and permitting Cold Stone Creamery stores to offer Tim Hortons. The agreement is irrevocable and non-exclusive and is applicable only for co-branded stores. The agreement is valid as long as co-branded stores are in operation and as long as there is no default to the clauses contained in the agreement. Both parties have termination rights in the agreement.

# Marketing

Pursuant to the franchise agreements, franchisees must pay a fee ranging from 1% to 4% of gross sales depending on the concept to the promotional fund. These amounts are collected by the Company in its capacity as agent and used for promotional, marketing and advertising purposes and to administer the promotional fund of the respective concepts. In addition to the promotional fund, supplementary marketing activities are funded by franchisees for local advertising and promotions.

# Target Market

The company's network currently operates 4,059 locations in the United States and 2,818 in Canada. It is the intention of the Company to grow its franchise system in the future by leveraging the base it currently has in both territories. Through master license agreements, the Company also plans to further develop its concepts at the international level. Currently, 496 locations are operating outside North America in 35 countries around the world.

#### Competition

The quick service restaurants and casual dining segments of the commercial foodservice industry have low barriers to entry and therefore are highly competitive. Competition comes from both established competitors, some of which might have greater resources, and potential new market entrants. Each one of the Company's locations competes with other commercial foodservice operations within the same geographical area. Competition, in the broadest perspective, includes restaurants, take-out and delivery operations, including meal kit deliveries, coffee shops, street vendors, convenience food stores, delicatessens and supermarkets. Each one of the Company's locations competes with other operations in its local market primarily through the quality, variety and value perception of food products offered, and the quality of services offered to its customers. The unit count of the Company's banners, the site of the Company's locations, the quality and speed of service, the attractiveness of facilities, and the effectiveness of marketing and new product development are also important competitive factors.

The success of the Company can be attributed to the following factors:

- With over 40 years in the restaurant franchising industry, the Company has developed expertise and built a solid reputation with its landlords and franchisees enabling the company to maintain its expansion. MTY has built an experienced and dedicated management team that continuously balances the interests of its franchisees, business partners, employees and shareholders.
- The large diversity of brands allows the Company to position itself across a broad range of demographic, economic and geographic sectors and to gain valuable market intelligence in various markets that enable management to make more informed decisions for other brands in the same markets.
- The relatively affordable cost of capital for becoming a franchisee of MTY's quick service and casual dining concepts ranges from \$150,000 to \$2,500,000 and between \$30,000 and \$120,000 for non-traditional locations, offering a competitive cost of entry and various options for franchisees to choose from.

- Strong growth enables the Company to gain purchasing power and therefore offers its franchisees competitive pricing on products, supplies and advertising buying.
- A continuous focus on expense reduction by using its scale, relationships and cost management discipline. MTY's scalable structure with shared services allows all brands to benefit for the highest level of expertise in purchasing, legal, research and development and information technology for a fraction of the cost. This shared services infrastructure also provides significant opportunities to reduce operating and capital expenditures while increasing efficiency and restaurant profitability.
- Each brand benefits from the know-how and operational discipline from MTY's senior management team, and their extensive retail and restaurant knowledge and experience.

# Strategy

The Company intends to increase its market share by:

- Same store sales growth

The Company's strategy to improve same store sales growth includes advertising, including increased online platform marketing, introduction of new products, innovation, excellence in operations and continued training, all with a focus of increasing customer count and average check. The Company is also investing in technological software to better asses top performing menu lines and market trends in order to ensure maximum returns to franchisees.

<u>Concepts image upgrade and menu innovations</u>
 The Company intends to continue to innovate by introducing new menu items or new concepts and upgrading the image of its existing concepts.

- Increase restaurant profitability

The profitability of the restaurants in the Company's network is critical to MTY's franchise partners. The Company believes constant focus on increasing sales, maintaining food and labor cost ratios, maintaining occupancy costs to an acceptable level and adapting the concepts are all critical to create sustainable profitability. Its focus for 2020 will be to work on the company's 4 pillars: food, service, ambiance and value perception.

- Customer Service

The Company intends to continue to improve customer service by gathering and implementing feedback on guest experience. One of the initiatives launched in 2019 is a mystery shopper program to all its employees to encourage them to provide feedback of their guest experience. The Company is also continually monitoring online customer feedback and applying the proper remediations to issues encountered.

- Leveraging its multi-brand offering to expand further in Canada, in the United States and abroad The Company intends to continue to open new locations of existing concepts in shopping malls, at street front locations and in non-traditional settings.
- <u>Seeking international Master franchise opportunities</u>
   The Company intends to continue to develop at the international level through area master agreements.
- <u>Continue to pursue new acquisitions</u>
   The Company intends to continue to make acquisitions in the food service industry that complements and add synergies to its already existing brands.
- <u>Media & Off-Premise Partnerships</u> The Company intends to continue creating and developing strategic partnerships with key media and digital platform partners and building on existing partnerships with food and delivery aggregators, to grow delivery sales. This initiative enables customers to place delivery orders through the application and platform of their choice.
- <u>Continue to develop its retail segment</u> The Company intends to continue to diversify its retail division with the launch of new retail product lines across its grocery offerings. The Company will continue to offer retail product offerings that do not compete with the core menu items offered through its chain of restaurant networks.

# New Franchise and Corporate Locations

The Company believes that there is opportunity to expand in Canada, United States and Internationally. During 2019, the Company acquired 1,644 locations as part of business acquisitions. Excluding these acquisitions, the Company's network opened 303 locations (132 in Canada, 110 in the United States and 61 International) and closed 558 locations (176 in Canada, 299 in the United States and 83 International). The net reduction of 255 results from a multitude of factors, which includes landlords redeveloping their properties, competitive pressures, leases expiring, and closure of underperforming stores. Management will continue to review its portfolio of restaurants to assess the closure of underperforming and non-strategic locations.

#### **New Retail Opportunities**

The Company has a retail revenue market in both the United States and Canada. With the acquisition of Invescor Restaurant Group in 2018, MTY's Canadian retail opportunity increased significantly the number of products sold through select grocery stores and retail outlets. The Company intends to continue to drive the retail program across its multiple brands, as well as continue to expand its grocery offerings without competing with the core menu offered through the Company's restaurant network.

#### Information Technology

The Company has made significant investment in the information technology (IT) infrastructure both in an effort to stay ahead of cyber risk as well as a means to obtain more accurate information to be able to assess our franchisees performance and results. Investing in point of sales terminals (POS), online ordering and website design platforms, and back-office systems to help manage, improve and assess franchisee profitability is a priority for the Company. MTY is investing not only in new technology but also in ensuring that current systems are properly monitored and safeguarded against cyber-attacks.

#### **Government Regulation**

#### Local Regulation of Restaurants

The Company's corporate owned and franchise locations are subject to licensing and regulation by a number of governmental authorities, which may include liquor, health, sanitation, environment, linguistic, safety, fire, building and other agencies in the provinces or municipalities in which the Company's locations are located. Developing new locations, in particular street front locations, requires licenses and land use approval, and could be delayed by difficulties in obtaining such licenses and approvals or by more stringent requirements of local government bodies with respect to zoning, land use and licensing. Some municipalities are also now restricting access to quick-service restaurants and many are refusing permits for drive-throughs. The Company, for its corporate owned locations and franchisees must comply with all applicable federal, provincial and local laws and regulations. Pursuant to the franchise agreements, the Company is to be indemnified by franchisees for any liabilities or costs incurred which are attributable to their failure to comply with such laws and regulations.

#### Food Product Regulation

The Company's suppliers of food products to the Company's corporate and franchise locations and the franchisees must comply with applicable federal and provincial regulations relating to the manufacture, handling, preparation and labeling of food products.

#### Franchise Regulation

The Company must comply with the laws and regulations adopted in the Provinces of Ontario, Alberta, Manitoba, New Brunswick, British Columbia and Prince Edward Island that require certain disclosure to be made with respect to the offer and sale of franchises. These laws require that the Company furnish prospective franchisees located in Ontario, Alberta, Manitoba, New Brunswick, British Columbia or Prince Edward Island, as applicable, with a disclosure document containing information prescribed by these laws.

The Company must also comply with the various Federal and state laws in the areas where it operates in the United States. These laws require that the Company provide prospective franchisees with a disclosure document containing information prescribed by the applicable regulations. Such disclosure documents must be approved on an annual basis by the relevant authorities prior to being used for disclosure.

## **Employment Regulations**

The Company and its franchisees are subject to local labour and employment laws that govern their relationship with employees, such as minimum wage requirements, overtime and working conditions.

#### Regulations Governing Alcoholic Beverages

Alcoholic beverage control regulations require that the Company or a franchisee, as the case may be, apply to a provincial or a municipal authority for a license or permit to sell alcoholic beverages on the premises and, in certain locations, to provide service for extended hours and on Sundays. Typically, licenses must be renewed annually and may be revoked or suspended for cause at any time. Alcoholic beverage control regulations relate to numerous aspects of a location's operations, including the minimum age of patrons who may consume alcoholic beverages and employees who may serve such beverages, hours of operation, advertising, wholesale purchasing, inventory control, and handling, storage and dispensing of alcoholic beverages. Locations in certain jurisdictions may be subject to statutes or common law principles which generally provide a person injured by an intoxicated person the right to recover damages from an establishment that wrongfully served alcoholic beverages to the intoxicated person.

#### **Regulations Governing Smoking**

Locations are subject to various laws that prohibit or limit smoking on the premises and that impose fines for failure to adhere to such laws.

#### Menu and Consumer Packaging Labelling Regulations

Multiple jurisdictions in which the Company operates have enacted menu labelling legislation that have the effect of requiring restaurants to list certain nutritional information on all the menus and advertising. Similarly, the Consumer Packaging and Labelling Act requires that prepackage consumer products, such as the retail products, include accurate and meaningful labeling information to help consumers make informed purchasing decisions. The calorie and sodium content of its standard food items are the most common types of required labeling.

# **RISK FACTORS**

An investment in the Company involves a number of risks. In addition to the other information contained in this Annual Information Form and the Company's other publicly filed disclosure documents, investors should give careful consideration to the following risk factors and uncertainties, which are qualified in their entirety by reference to, and must be read in conjunction with, the detailed information appearing elsewhere in this Annual Information Form. Any of the matters highlighted in these risk factors and uncertainties could have a material adverse effect on the Company's results of operations, business prospects or financial condition. The risk factors and uncertainties described below are not the only risks and uncertainties the Company faces. Additional risks and uncertainties not currently known to the Company, its directors and officers or that are currently deemed immaterial also may impair the Company's business operations.

#### Security Breaches and Confidential Guest Information

The Company's business requires the collection, transmission and retention of large volumes of guest, franchisee and employee data, including credit and debit card numbers and other personally identifiable information, in various information technology systems that the Company maintains and in those maintained by third parties with whom the Company contracts to provide services. The Company is increasing reliance on cloud computing and other technologies that result from third parties holding customer or employee information on behalf of the Company. The integrity and protection of that information is critical to the Company. Further, the Company's guests, franchisees and employees have a high expectation that the Company and its service providers will adequately protect their personal information.

The information, security and privacy requirements imposed by governmental regulation are increasingly demanding. The Company's systems may not be able to satisfy these changing requirements and guest, franchisee and employee expectations, or may require significant additional investments or time in order to do so. Efforts to hack or breach security measures, failures of systems or software to operate as designed or intended, viruses, operator error or inadvertent releases of data all threaten the Company and its service provider's information systems and records. A breach in the security of the Company's information technology systems or those of the Company's service providers could lead to an interruption in the operation of its systems, resulting in operational inefficiencies or a loss of revenues or profits. Additionally, a significant theft, loss or misappropriation of, or access to, guests' or other proprietary data or other breach of the Company's information technology systems could result in fines, legal claims or proceedings, including regulatory investigations and actions, or liability for failure to comply with privacy and information security laws, which could disrupt the Company's operations, damage its reputation and expose it to claims from guests and employees, any of which could have a material adverse effect on the Company's financial condition and results of operations. Similarly, if the Company's systems fail and the Company's disaster recovery plan are not adequate or

sufficient to address such failures, or if the business interruption insurance does not sufficiently compensate the Company for any losses that it may occur, the Company could suffer financially.

#### The Restaurant Industry and its Competitive Nature

The performance of the Company is directly dependent upon a number of factors that affect the restaurant industry in general, including intense competition with respect to price, service, location and food quality. If the Company is unable to successfully compete in the restaurant industry, its performance may be adversely affected. The inability of the Company to maintain comparable store sales and the number of locations in its franchise system, and the Company's franchise effect on the Company, could have a material adverse effect on the Company's business, financial condition or results of operation.

Despite the fact that the Company has a large number of concepts, diversified in type of locations and geographically, the performance of the Company is also affected by changes in demographic trends, traffic patterns, occupancy level of malls and office towers and the type, number, and location of competing restaurants. The Company faces increasing competition from home delivery, such as online meal kit delivery services which offer foods that customers may prepare at home. Although the Company has increased its presence on food delivery platforms and has invested in its own delivery/pick up applications to align with consumers preferences, other factors such as innovation, increased food costs, labour and benefits costs, occupancy costs and the availability of experienced management and hourly employees may adversely affect the Company. Changing consumer preferences and discretionary spending patterns could oblige the Company to modify or discontinue concepts and/or menus and could result in a reduction of revenue and operating income. Even if the Company was able to compete successfully with other restaurant companies with similar concepts, it may be forced to make changes in one or more of its concepts in order to respond to changes in consumer tastes or dining patterns. If the Company changes a concept, it may lose additional customers who do not prefer the new concept and menu, and it may not be able to attract a sufficient new customer base to produce the revenue needed to make the concept profitable. Similarly, the Company may have different or additional competitors for its intended customers as a result of such a concept change and may not be able to successfully compete against such competitors.

The Company's success also depends on numerous factors affecting discretionary consumer spending, including economic conditions, disposable consumer income and consumer confidence. Adverse changes in these factors could reduce customer traffic or impose practical limits on pricing, either of which could reduce revenue and operating income.

#### Competition with other Franchisors

The Company competes for market share and for acquisitions with other companies, including other well-capitalized franchisors with extensive financial, technological, marketing and personnel resources and high brand name recognition and awareness. There can be no assurance that the Company will be able to respond to various competitive factors affecting the franchise operations of the Company.

#### **Economic Environment**

The business of the Company is dependent upon numerous aspects of a healthy general economic environment, from strong consumer spending to provide sales revenue, to available credit to finance the franchisees and the Company. In case of turmoil in economic, credit and capital markets, the Company's performance and market price may be adversely affected. The Company's current planning assumptions forecast that the restaurant industry will be impacted by the current economic uncertainty in the certain regions in which it operates. However, management is of the opinion that any economic situation that occurs within a normal cycle will not have a major impact on the Company due to the following reasons: 1) the Company generates strong cash flows and has a healthy balance sheet; 2) the Company has several concepts offering affordable dining out options for consumers in an economic slowdown.

# Sustainability and growth of the Business

The sustainability and the growth of the business are dependent upon its ability to:

- (i) maintain its current franchise system which is subject to many factors including but not limited to the renewal of existing leases at sustainable rates with qualified franchisees,
- continue to expand its current concepts by obtaining good store sites, acceptable lease terms and obtaining suitable franchisees,
- (iii) maintain and grow same store sales,

- (iv) complete accretive acquisitions. The time, energy and resources involved in the integration of the acquired businesses into the Company's system and culture could also have an impact on the Company's results, and
- (v) retain qualified franchisees in its franchise system and personnel to manage Company owned locations. The Company faces competition for locations and managers from its competitors and from the franchisors of other businesses. The Company's inability to successfully obtain qualified franchisees and personnel could adversely affect its business development.

The quality of the individual Company's corporate-owned and franchise locations operations may be diminished by many factors beyond the Company's control. Consequently, the Company, management, personnel and franchisees may not successfully operate Company corporate owned locations and franchise locations in a manner consistent with the Company's standards and requirements, or may not retain qualified franchisees, hire and train qualified managers and operators. If they do not, the image and reputation of the Company corporate owned locations and franchise locations and franchise locations may suffer, and gross revenue and results of operations of the Company could decline.

# Food Borne Illnesses and Public Safety Issues

Publicity from any food borne illness could adversely affect the sales of one or more restaurants of one or more of the concepts and therefore revenues of the Company. Franchisees may be the subject of complaints or litigation from guests alleging food-related illness or other food quality or health concerns. Adverse publicity resulting from such allegations may materially affect the sales of restaurants, regardless of whether such allegations are true or whether a franchisee is ultimately held liable. Adverse conditions on public safety, such as the threat of terrorist attacks, acts of war, or outbreaks of disease (including coronavirus, avian flu, H2N1, SARS or mad cow disease), may also have a negative impact on the restaurant industry and economy. Such conditions can reduce traffic in restaurants, affect consumer's discretionary spending and consumer confidence. For example, during a disease outbreak people minimize social gatherings to prevent contracting any disease, directly affecting the volume of customers at restaurants. The occurrence of such events could have an impact on the results of operation and financial condition of the Company.

# Reliance on Information Technology

The Company relies heavily on information systems, including point-of-sale processing in its restaurants, for management of its supply chain, accounting, payment of obligations, collection of cash, credit and debit card transactions, and other processes and procedures.

The Company's ability to efficiently and effectively manage its business depends significantly on the reliability and capacity of these systems. The Company's operations depend upon its ability to protect its computer equipment and systems against damage from physical theft, fire, power loss, telecommunications failure or other catastrophic events. As the Company continues to grow, the information systems operating efficiency will depend on the Company's ability to upgrade or transition to new platforms. Failure to cope with the demand can result in interruptions and delays in the Company's business and guest service, as well as reduce efficiency in its operations.

# Potential Litigation, Class Actions and Other Complaints

The Company is subject to lawsuits, administrative proceedings and claims that arise in the ordinary course of business. In recent years, a number of restaurant companies have been subject to claims by customers, employees, franchise owners, and others regarding issues such as food safety, personal injury and premises liability, employment-related claims, harassment, discrimination, disability, compliance with advertising laws (including the Telephone Consumer Protection Act), and other operational issues common to the foodservice industry. A number of these lawsuits have resulted in the payment of substantial damages by the defendants.

The Company may be subject to claims from landlords in respect of lease agreements to which the Company acts as tenant, and it may also be subject to claims from current and former franchisees that are based on various grounds. It may also be subject to claims from shareholders or lenders for various reasons. Any such claims, if they are determined by a court or arbitrator to be well founded, may materially affect the Company's operating results. Although the Company has historically experienced very few customer lawsuits, customers occasionally allege that MTY caused an illness or injury they suffered at or after a visit to one of the Company's corporate or franchised restaurants, or that there have been problems with food quality or operations. The Company is also subject to a variety of other claims arising in the ordinary course of our business, including personal injury claims, contract claims, and claims alleging violations of laws regarding workplace and employment matters, equal opportunity, discrimination, and similar matters

and may become subject to class action or other lawsuits related to these or different matters in the future. The Company may also be named as a defendant in any such claims brought against any of the franchise owners. An adverse judgment or settlement related to any litigation claim that is not insured or is in excess of our insurance coverage could have an adverse effect on the business, financial condition, or results of operations. Regardless of whether any claims that may be brought against MTY are valid or whether it is ultimately determined to be liable, the business, financial condition, and results of operations could also be adversely affected by negative publicity, litigation costs resulting from the defense of these claims, and the diversion of time and resources from operations.

In addition, the restaurant industry has been subject to a growing number of claims based on the nutritional content of food products sold and disclosure and advertising practices. This may also be subject to this type of proceeding in the future and, even if the Company is not, publicity about these matters (particularly directed at the limited service or fast casual segments of the industry) may harm the reputation of MTY and its brands and could materially and adversely affect the business, financial condition, or results of operations.

# Intellectual Property

The ability of the Company to maintain or increase its operating results will depend on its ability to maintain its various "brand identities" through the use of intellectual property owned or licensed by the Company. If the Company fails to enforce or maintain any of its intellectual property rights, or the Company fails to enforce its rights under the franchise agreements with its franchisee, the Company may be unable to capitalize on its efforts to establish and maintain its various brand identities. Improper use of such trademarks and other intellectual property rights in Canada, in the United States, and Internationally, in a manner that diminishes the value of such trademarks and other intellectual property rights could affect the value of the intellectual property and the operating results of the Company could decline. Similarly, negative publicity or events associated with such trademarks and other intellectual property rights, may negatively affect the image and reputation of the Company, resulting in a decline in operating results of the Company. All registered trademarks in Canada and in the United States can be challenged pursuant to provisions of the *Trademark Act of 1946* (United States), and other intellectual property can be the subject of similar challenges. If any intellectual property rights are ever successfully challenged, this may have an adverse impact on operating results of the Company and could also affect its expansion capability.

# Customer Experience

In order to ensure customer service satisfaction, the Company has put in place quality control procedures are both internal and external.

Internal quality controls include significant franchisee and associate training, as well as comprehensive support systems, consisting of regional operational managers and shared services infrastructure. In addition, the Company offers continuous restaurant support audit, associate health and safety education and programs, and loss prevention programs.

External quality controls are brand specific and include a mystery shopper program conducted by an independent third party, pursuant to which mystery shoppers review restaurants on a regular basis; a customer feedback program operated by the Company and a third party to encourage feedback from customers, as well as food safety and operational audits completed by independent third-party audit firms.

#### Commodity Costs, Labour Shortages and Costs and Other Risks

Dependence on frequent deliveries of fresh produce and groceries subjects food service businesses to the risk that shortages or interruptions in supply, caused by adverse weather or other conditions could adversely affect the availability, quality and cost of ingredients. Specifically, certain ingredients such as butter, dairy products, chicken, coffee, sugar, flour, oil, rice and fish constitute a large percentage of the total cost of the Company's food products. Increases in the cost of these specific ingredients could significantly result in a decrease the Company's operating income.

In addition, unfavorable trends or developments concerning factors such as inflation, increased food, labour and employee benefit costs (including increases in hourly wage and employment insurance rates), regional weather conditions, interest rates, currency exchange rate and the availability of experienced management and hourly employees may also adversely affect the food service industry in general and the Company's results of operations and financial condition in particular. During 2019, the Company experienced labour shortages which forced some of the

restaurants to reduce opening hours. Labour shortages also caused the Company to refuse new contracts in its food processing plant as it did not have the staffing requirements to complete any new product lines.

#### Damage to the Company's Reputation

There has been a marked increase in the use of social media platforms and similar channels, including weblogs (blogs), social media websites and other forms of Internet-based communications that provide individuals with access to a broad audience of consumers and other interested persons. The availability and impact of information on social media platforms is virtually immediate and many social media platforms publish user-generated content without filters or independent verification as to the accuracy of the content posted. The opportunity for dissemination of information, including inaccurate information, is seemingly limitless and readily available. Information concerning the Company or one or more of its brands may be posted on such platforms at any time. Information posted may be adverse to the Company's interests or may be inaccurate, each of which may harm the Company's performance, prospects or business. The harm may be immediate without affording the Company an opportunity for redress or correction.

Employee claims against the Company, or the Company's franchise partners, based on, among other things, alleged wage and hour violations, pay equity violations, discrimination, harassment or wrongful termination may also create not only legal and financial liability, but negative publicity that could adversely affect MTY and divert financial and management resources that would otherwise be used to benefit the future performance of the Company's operations. These types of employee claims could also be asserted against MTY, on a co-employer or joint employer theory, by employees of the franchise partners. A significant increase in the number of these claims or an increase in the number of successful claims could adversely impact the reputation of the Company, which may significantly harm the brands.

Ultimately, the risks associated with any such negative publicity or incorrect information cannot be completely eliminated or mitigated and may materially harm the Company's reputation, business, financial condition and results of operations.

#### **Government Regulation**

The Company is subject to various federal, provincial, state and local laws affecting its business. Each Company owned locations and franchise locations is subject to licensing and regulation by a number of governmental authorities, which may include alcoholic beverage control, smoking laws, environment, linguistic, health and safety and fire agencies. Difficulties in obtaining or failures to obtain the required licenses or approvals, or loss thereof, or compliance to changes in government laws and regulations concerning smoking bans, menu labeling and disclosure, drive-thru restrictions, elimination of trans fats or environmental matters could harm the Company in maintaining its franchise system and its ability to grow its number of locations and could have a material adverse effect on the Company's business, financial condition or results of operation.

#### Laws Concerning Employees

The operations of the Company owned locations and franchise locations are subject to employment and labour laws governing such matters as minimum wage, working conditions, and overtime and tip credits. A significant proportion of the Company's food service and preparation personnel are paid at rates related to the minimum wage and, accordingly, further increases in the minimum wage will increase the Company's and franchisees labour costs and could have an impact on the Company's operating results.

#### **Currency Exchange Rates**

The Company uses the Canadian dollar as its functional currency. As a result of the material proportion of cash flows generated in US dollars or in other currencies, the Company's profitability and capacity to service its debt obligations are subject to fluctuations in currency exchange rates.

Fluctuations in currency exchange rates also affect the costs of certain products required in the operations of the Company's corporate-owned and franchises, in turn could impact the profitability of their operations.

#### Interest Rates

The Company currently has a \$700 million authorized revolving credit facility. As at November 30, 2019, a total of \$518.9 million was drawn, all of which was subject to short term variations in interest rates in Canada. In the course of

business, the Company may be required to use more of the available amount and/or to increase the authorized amount. Fluctuations in interest rates may potentially impact the Company's profitability materially.

The Company has the following interest options:

- Amount drawn in Canadian dollars option to pay interest based on Canada prime rate as determined by the Toronto-Dominion Bank of Canada, plus a margin not exceeding 1.4% or interest based on banker's acceptance, plus a margin not exceeding 2.4%
- Amounts drawn in US dollars option to pay interest based on US base rates plus a margin not exceeding 2.0% or interest based on LIBOR plus a margin not exceeding 2.5%

Canada prime rate as at November 30, 2019 was 3.95% (2018 – 3.95%) and US base rate was 5.25% (2018 – 5.75%).

On January 15, 2019, the Company entered into an interest rate swap fixing the interest rate at 2.273% on \$100,000 of the outstanding revolving credit facility until maturity.

During 2019, the Bank of Canada announced its intention to be the administered of the Canadian Overnight Repo Rate Average ("CORRA"), which will replace the Canadian Dollar Offer rate ("CDOR") in the second quarter of 2020. This will not result in a significant impact given that both rates are similar. The London Interbank Offered Rate ("LIBOR") will also be discontinued by the end of 2021, however global regulators and governmental agencies continue to investigate alternatives to LIBOR. Given that it is still unknown which rate will replace the LIBOR, this may potentially impact the Company's profitability. This risk is diminished by the fact that the Company has the option to choose to pay interested based on two rates, whichever is more beneficial.

#### Price and Supply Fluctuation

Pricing support mechanisms instituted and maintained by various provincial marketing or other boards keep the prices of chicken and other products at artificially high levels. Although these product pricing systems are the subject of international and provincial legal challenges, there can be no assurance that such mechanisms will not continue indefinitely. Further, there can be no assurance that prices of such products will not be increased by their respective boards in the future.

#### The Company's Dependence on Key Personnel

The success of the Company depends upon the personal efforts of a small group of employees and senior management. Although the Company believes it will be able to replace its key employees within a reasonable time should the need arise, the loss of key personnel could have a material adverse effect on the Company's financial performance.

#### Leases and Lease Renewals

At November 30, 2019 the Company had 1,280 leases signed with various landlords in Canada, and 692 leases signed with various landlords in the United States, representing rental obligations of \$648.4 million of which \$573.0 million is sublet to franchisees. The majority of leases are long term; the terms typically range from 5 to 10 years. Some leases provide for a right of renewal, provided that the lessee remains in compliance with the terms of the lease. Notwithstanding compliance, there is no guarantee that the Company will be able to renew such leases on acceptable terms. The potential loss of prime locations upon lease expiry would have an effect on the financial performance, financial results and operating results of the Company. 611 of the locations leased by the Company are owned or managed by 17 landlords with whom the Company has 10 or more locations.

#### Seasonality of the Business and Weather

Results of operations for any interim period are not necessarily indicative of the results of operations for the full year. The Company expects that seasonality will be a material factor in the quarterly variation of its results. System sales fluctuate seasonally. During January and February sales are historically lower than average due to weather conditions for the frozen treat's brands. This risk is offset by other brands which have better performance during winter seasons such as the newly acquired Papa Murphy's. Sales were historically above average during May to August; for brands such as Cold Stone Creamery, which is one of MTY's largest concept and which is also extremely seasonal. This is generally as a result of higher traffic in the street front locations, higher sales from seasonal locations only operating during the summer months and higher sales from shopping center locations. The Company expects that this seasonality

risk will be somewhat mitigated by the sale of the take-and-bake pizza's at Papa Murphy's which usually sells better when the temperature is cooler. Sales for shopping mall locations are also higher than average in December during the Holiday shopping period.

The restaurant industry is affected by weather and seasonal conditions. Adverse or unusual weather patterns may negatively affect operations of businesses in the restaurant industry. Favourable weather tends to increase guest traffic at the Company's restaurants, particularly in summer seasons at restaurants with patios or outdoor seating. Additionally, certain holidays and observances also affect guest dining patterns, both favourably and unfavourably.

Dependence on frequent deliveries of fresh produce and groceries subject businesses in the restaurant industry to the risk that shortages or interruptions in supply caused by adverse weather conditions could adversely affect the availability, quality and cost of ingredients. Severe cold weather increases consumption of electricity and may cause an increase in oil and natural gas prices, which may result in markedly higher utility prices for the Company's restaurants. Severe hot weather leads to higher air conditioning costs. Any one of these consequences of adverse or unusual weather conditions, as well as water or electricity supply disruptions, may adversely affect the operations of the Company's restaurants by increasing operating costs and/or reducing revenue.

# Maintain adequate levels of collection from Franchisees

Failure to achieve adequate levels of collection from the Company's franchisees, suppliers, landlords and other customers, including by reason of disputes or litigation, could have a serious negative effect on the Company's results of operations and financial condition in particular. Franchisees are independent operators and as such are subject to many factors which the Company cannot control. Should economic conditions worsen, some franchisees could become unable to pay royalties and rent.

Certain franchisees report sales to the Company on an ongoing basis via various communication methods. There can be no assurance, however, that sales reported by franchisees are accurate and in accordance with the terms of the franchise agreements, which could have a negative impact on the Company's revenues and cash flows.

#### The Impact of changes in Sales Tax and changes to Federal, state / provincial Tax

The introduction of further sales taxes upon sales by restaurants could negatively affect sales at the restaurant locations. An increase in the rate of existing sales tax could adversely affect disposable consumer income and consequently consumer visits to restaurants in general and sales of the locations in particular.

The Company has federal, state/provincial and municipal/county tax risks with respect to changes in legislations that impact current and previously reported returns. As well, the Company has an uncertain tax risk related to pre-acquisition periods whereby tax returns were filed by previous ownership.

#### Gift Card Program as it Relates to Escheatment

In the United States, some states have escheatment laws that require entities with gift card programs to escheat all or a portion of unused gift cards to the state. There is the risk that these laws are amended which would have an impact either prospectively or retroactively on the gift card breakage revenue the Company reports.

## Ability to Locate and Secure Acceptable Location Sites

The success of the Company is significantly influenced by location sites. There can be no assurance that current locations and/or concepts will continue to be attractive, or additional locations can be located and secured, as, among other things, demographic patterns change. It is possible that the current locations or economic conditions where restaurants are situated could decline in the future, resulting in potentially reduced sales in those locations. There is also no assurance that further sites will produce the same results as past sites.

#### Uninsured and Underinsured Losses

The Company uses its discretion in determining amounts, coverage limits and deductibility provisions of insurance, with a view to maintaining appropriate insurance coverage at a commercially reasonable cost and on suitable terms. This may result in insurance coverage that, in the event of a substantial loss, would not be sufficient to compensate the entire loss.

#### **International Locations**

The increased exposure to foreign operations subjects MTY to multiple risks that are inherent to the territories in which the restaurants operate. Political and social instability, governmental regulations, foreign exchange rates, uncertainties regarding the interpretation or applicable of certain laws, ethical standards and potential adverse income and sales tax changes might affect the Company adversely.

# The Company's Dependence on the Franchisors of TCBY®, Rocky Mountain Chocolate Factory® and Au Vieux Duluth® Concepts

Pursuant to the Master Agreements, the Company operates as a franchisee of the Franchisors and is highly dependent on the Franchisors for its operations. As a result of the nature of franchising and the Master Agreements with the Franchisors, the long-term success of the Company will depend, to a significant extent, on the continued vitality of the Au Vieux Duluth®, Rocky Mountain Chocolate Factory® and TCBY® concepts and the overall success of the Franchisors. Under the Master Agreements, the Company is required to comply with all of the standards and manuals issued by the Franchisors from time to time. The Company is also required to pay to the Franchisor a monthly royalty fee and a monthly advertising fee as applicable. Should the Company fail to comply with the terms of the Master Agreements, the Franchisors could terminate all or any of the Master Agreements. The termination of the Master Agreements would have a material adverse impact on the Company. The Franchise Agreements have staggered initial terms. Some Master Agreements have a renewal option, provided the Company remains in compliance with the terms of such agreement and other conditions are met. Notwithstanding compliance, there is no guarantee that the Master Agreements will be renewed for any further term following the initial term. Failure to renew some of the Master Agreements could result in loss of revenue and operating profit for the Company and would adversely impact the cash flows.

#### **Corporate Governance**

The Company is not in compliance with certain governance best practices set forth in National Policy 58-201 – Corporate Governance Guidelines (referred to herein as "NP 58-201") and National Instrument 58-101 – Disclosure of Corporate Governance Practices (referred to herein as "NI 58-101") with respect to standards of director independence. Accordingly, shareholders will not have the same protections afforded to shareholders of companies that are in compliance with the corporate governance best practices established by the Canadian Securities Administrators.

#### Dividends

The Company established a dividend policy in 2010 and paid its first quarterly dividend in November of 2010 (see "Dividend Policy" below for further particulars). It has subsequently re-assessed the amount of the quarterly dividend in January of each year. The directors of the Company determine if and when dividends should be declared and paid, based on the Company's financial position at the time. There can be no assurance at this time that any further dividends will be declared and paid. Per the Company's credit facility, the company is limited to \$50 million in dividends in any given year. Other than this restriction, to the knowledge of the Company, there are no restrictions that would prevent the Company from paying dividends.

#### DIVIDEND POLICY

The board of directors of MTY (the "Board") established a dividend policy during the course of 2010 and has updated the policy in January 2020. Pursuant to the policy, the Company intends to pay a quarterly dividend of 18.5¢ per share in 2020 (16.5¢ per share in 2019 and 15.0¢ per share 2018), if and when declared by the Board, after consideration of the present level of cumulative cash flow and the ongoing working capital needs of the Company, and after taking into consideration the future financing needs of the Company for new corporate acquisitions. In addition, the Company is retaining the flexibility for other capital allocation strategies including possible share buybacks under the Company's existing NCBI and debt repayments. The Board intends to review this policy when deemed necessary to assess its adequacy. The dividend policy is designed to allow sufficient flexibility to continue investing in the Company's growth while providing returns to its shareholders.

On January 20, 2020, the Company announced that it intends to increase its quarterly dividend to 18.5¢ for 2020. The 18.5¢ dividend is to be paid on February 14, 2020 to shareholders registered in the Company's records at the end of the business day on February 3, 2020.

#### **DESCRIPTION OF CAPITAL STRUCTURE**

The Company is authorized to issue an unlimited number of common shares without par value. Each common share ranks equally with all common shares with respect to dissolution, liquidation or winding up of the Company and payment of dividends. The holders of common shares are entitled to one vote for each share on all matters to be voted on by the shareholders.

The common shares are not redeemable, have no conversion rights and carry no pre-emptive or other rights to subscribe for additional shares. The outstanding common shares are fully paid and non-assessable. As at the date of this Annual Information Form, there are 24,947,020 (25,169,778 as at November 30, 2019) common shares issued and outstanding.

#### CREDIT FACILITIES

The Company has an authorized revolving credit facility of \$700 million. The interest rate charged on the facilities varies in accordance with the Canadian Dollar Offered Rate ("CDOR") and London Interbank Offered Rate ("LIBOR") rates depending on the currency in which the funds were drawn. The credit facility expires in September 2022.

The facility has the following financial covenants:

- The Debt to EBITDA ratio must be less than 4.00:1.00 after the consummation of an acquisition in excess of \$150.0 million for a period of twelve months after acquisition: 3.50:1.00 at any time thereafter.
- The fixed charges coverage ratio must be at 2.00:1.00 at all times.

As at November 30, 2019, the Company was in compliance with those covenants.

The credit agreement also contains various limitations on distributions and on the usage of the proceeds from the disposal of assets which are not expected to impact the Company during the term of the credit agreement.

The revolving facility is repayable without penalty and is not subject to minimum quarterly repayments.

## MARKET FOR SECURITIES – TRADING PRICE AND VOLUME

#### Trading Price and Volume

The common shares of the Company are traded on the TSX since May 13, 2010 under the symbol "MTY". Before that date, they were traded on the TSX Venture Exchange under the same trading symbol.

The table below provides details on the monthly price ranges and total monthly volume for the most recent completed financial year:

Date	High \$	Low \$	Volume
Dec-18	66.53	59.85	1,210,400
Jan-19	71.86	59.59	1,285,500
Feb-19	70.63	58.58	2,160,900
Mar-19	59.46	55.69	1,278,700
Apr-19	59.02	52.54	1,778,300
May-19	60.60	54.25	1,681,900
Jun-19	65.74	59.9	1,399,700
Jul-19	68.66	60.75	1,521,300
Aug-19	66.24	61.71	546,100
Sep-19	65.10	62.17	501,000
Oct-19	64.98	51.61	2,299,100
Nov-19	57.79	51.69	1,412,700

**Prior Sales** 

During the most recently completed financial year, MTY did not issue any shares that are not listed or quoted on a marketplace. During the year ended November 30, 2019 no shares were issued (3,795,281 shares issued in 2018).

On June 27, 2019, the Company announced the renewal of the normal course issuer bid (NCIB) to purchase up to 1,258,488 of its common shares. The NCIB began on July 3, 2019 and will end on July 2, 2020 or on such earlier date when the Company completes its purchases or elects to terminate the NCIB. These purchases will be made on the open market plus brokerage fees through the facilities of the TSX and/or alternative trading systems at the prevailing market price at the time of the transaction, in accordance with the TSX's applicable policies. All common shares purchased pursuant to the NCIB will be cancelled. In fiscal 2019, the Company repurchased and cancelled a total of 98,543 common shares under the previous and current NCIB (2018 – nil).

For the financial year ended November 30, 2019, the Company offered for the benefit of certain key member's of management a share option plan. In accordance with the terms of the plan the Company may grant stock options on the common shares at the discretion of the Board of Directors. 100,000 shares are available for issuance under the share option plan as of November 30, 2019 (2018 - 300,000).

The following table presents options granted during the period ended November 30, 2019:

Grant date	Options granted	Vesting schedule	Issuance/exercise price (\$)	Term of grant
April 11, 2017	200,000	10 years	\$48.36	10 years
October 21, 2019	200,000	5 years	\$52.01	10 years

Each option granted on April 11, 2017 entitles the holder thereof to acquire one common share. The fixed term of each option is ten (10) years from the date of the grant of the option, and each option will vest in installments, with 1/9 of such option vesting and becoming exercisable annually, beginning on the second anniversary of the grant of the option.

Options granted during the year ended November 30, 2019 have a service condition in order to vest and will be fully vested and exercisable in 5 years from date of grant .The options will expire on October 21, 2029.

#### Name and Occupation

#### DIRECTORS AND OFFICERS

The following table sets forth the name, the province and country of residence, and the position with the Company for each of the directors and executive officers of the Company, at the date of production of the AIF.

Name, Province/State and Country of Residence	Position with the Company	Director or executive officer since
Murat Armutlu <sup>(1)</sup> QC, Canada	Director	May 6, 2005
Stanley Ma QC, Canada	Chairman, Director	From Dec. 2, 1993 to June 30, 1996; and since May 30, 1997
David Keith Wong <sup>(1)</sup> BC, Canada	Director	Since February 9, 2011
Claude St-Pierre QC, Canada	Secretary and Director	From May 6, 1994 to August 7, 1995; and since October 9, 1996
Dickie Orr <sup>(1)</sup> , BC, Canada	Director	Since May 2, 2011
Gary O'Connor <sup>(1)</sup> QC, Canada	Director	Since March 1, 2018
Eric Lefebvre, QC, Canada	Chief Executive Officer <sup>(2)</sup> , Director	Since November 5, 2018 and since May 28, 2018
Renée St-Onge QC, Canada	Chief Financial Officer <sup>(3)</sup>	Since November 5, 2018

Name, Province/State and Country of Residence	Position with the Company	Director or executive officer since
Marc Benzacar QC, Canada	Chief Operating Officer, Fast Casual Division <sup>(4)</sup>	Since November 5, 2018
Jason Brading QC, Canada	Chief Operating Officer, Quick Service Restaurants <sup>(5)</sup>	Since November 5, 2018
Marie-Line Beauchamp QC, Canada	Chief Operating Officer, Casual Dining <sup>(6)</sup>	Since March 1, 2018
Jeff Smit, AZ, USA	Chief Operating Office, US operations <sup>(7)</sup>	Since July 25, 2016

- <sup>(1)</sup> Denotes a member of the Audit Committee. See Appendix A for Audit Committee Charter (see appendix A for Audit Committee Charter).
- <sup>(2)</sup> On November 5, 2018, Mr. Eric Lefebvre was named Chief Executive Officer. Prior to November 5, 2018, Mr. Lefebvre had been Chief Financial Officer.
- <sup>(3)</sup> On November 5, 2018, Mrs. Renée St-Onge was named Chief Financial Officer. Prior to November 5, 2018 Mrs. St-Onge had been Controller.
- <sup>(4)</sup> On November 5, 2018, Mr. Marc Benzacar was named Chief Operating Officer, Fast Casual Division. Prior to November 5, 2018, Mr. Benzacar had been Brand Vice President.
- <sup>(5)</sup> On November 5, 2018, Mr. Jason Brading was named Chief Operating Officer, Quick Service Restaurants. Prior to November 5, 2018, Mr. Brading had been Brand Vice President.
- <sup>(6)</sup> On March 1, 2018, the Company acquired Invescor Restaurant Group Inc. Mrs. Marie-Line Beauchamp was the Chief Operating Officer of Invescor Restaurant Group Inc. and continued her role following the acquisition. She was named Chief Operating Officer, Casual Dining in June 2018.
- <sup>(7)</sup> On July 25, 2016, the Company acquired Kahala Brands, Itd. Mr. Smit was the Chief Operating Officer for Kahala Brands, Ltd. and continued his role following the acquisition for all of the Company's US operations.

The Company has an Audit Committee, the members of which are set out above.

#### Independence of the directors

Eric Lefebvre is not independent as he has a material relationship with the Company, by virtue of his respective executive officer position with the Company in 2019.

Stanley Ma and Claude St-Pierre are not independent as they have a material relationship with the Company, by virtue of their executive officer positions with the Company up to November 2, 2018, and as employees of the Company after this date.

All four other directors, Dickie Orr, David K. Wong, Gary O'Connor and Murat Armutlu, are independent, making up the majority of the Board. The independent directors hold separate meetings at which management is not in attendance, immediately following full Board meetings. The Board facilitates open and candid discussion among its independent directors by also encouraging such members to have discussions amongst themselves whenever appropriate.

The Audit Committee is chaired by Gary O'Connor, who in this role provides leadership among the independent directors.

#### Nomination, orientation and continuing education

The Board considers its size each year when it considers the number of directors to recommend to the shareholders for election at the annual meeting of shareholders, taking into account the number required to carry out the Board's duties effectively and to maintain a diversity of views and experience.

The Board does not have a nominating committee, and these functions are currently performed by the Board as a whole. However, if there is a change in the number of directors required by the Company, this policy will be reviewed.

New directors, as part of the orientation program, have the opportunity to meet with senior management to discuss the business of the Company, receive corporate information, Board policies and historical and current operating and financial information and may tour selected offices and facilities of the Company. Directors are briefed regularly by senior management team on strategic issues affecting the Company, and these briefing include reviews of the competitive environment, the Company's performance relative to its peers, and any other developments that could materially affect the Company's business. The Board will also ensure that directors are able to attend conferences or other similar events to participate in continuing education in matters relevant to their role as directors.

Each director of the Company is elected annually and holds office until the next Annual General Meeting of the shareholders unless that person ceases to be a director before then.

Due to the minimal size of the Board, no formal effectiveness or contribution assessment process is conducted on the Board's individual directors or Audit Committee. On an informal basis, the Chairman is responsible for reporting to the Board on areas where improvements should be made. When needed, time is set aside for the Chairman to meet with directors individually.

#### Security Holdings of the Directors and Officers

To the best of the Company's knowledge, as of the date of this Annual Information Form, the Directors and Officers of the Company beneficially own, or controlled or directed, directly or indirectly, an aggregate of 6,034,119 common shares of the Company, representing 24.1% of the issued and outstanding common shares of the Company.

#### Corporate Cease Trade Orders, Bankruptcies, Penalties or Sanctions

# Corporate Cease Trade Orders

To the knowledge of the Company, no director or executive officer of the Company is, at the date hereof, or was within the ten years before the date of this Annual Information Form, a director, chief executive officer or chief financial officer of any company that:

- (i) was subject to a cease trade order or similar order, or an order that denied the relevant company access to any exemption under securities legislation, that was in effect for a period of more than 30 consecutive days, that was issued while that person was acting in the capacity as director, chief executive officer or chief financial officer; or
- (ii) was subject to a cease trade or similar order, or an order that denied the relevant company access to any exemption under securities legislation, that was in effect for a period of more than 30 consecutive days, that was issued after that person ceased to be a director, chief executive officer or chief financial officer and which resulted from an event that occurred while that person was acting in the capacity as director, chief executive officer or chief financial officer.

#### **Bankruptcies**

To the knowledge of the Company, no director or executive officer of the Company, or shareholder holding a sufficient number of securities of the Company to affect materially the control of the Company:

- (i) is, at the date of this Annual Information Form, or has been within the ten years before the date hereof, a director or executive officer of any company that, while that person was acting in that capacity, or within a year of that person ceasing to act in that capacity, became bankrupt, made a proposal under any legislation relating to bankruptcy or insolvency or was subject to or instituted any proceedings, arrangement or compromise with creditors or had a receiver, receiver manager or trustee appointed to hold its assets; or
- (ii) has, within the ten years before the date of this Annual Information Form, become bankrupt, made a proposal under any legislation relating to bankruptcy or insolvency, or became subject to or instituted any proceedings, arrangement or compromise with creditors or had a receiver, receiver manager or trustee appointed to hold such persons assets.

#### Penalties or Sanctions

To the knowledge of the Company, no director or executive officer of the Company, or a shareholder holding a sufficient number of securities of the Company to affect materially the control of the Company, has been subject to any penalties

or sanctions imposed by a court relating to securities legislation or by a securities regulatory authority, has entered into a settlement agreement with a securities authority, or has been subject to any other penalties or sanctions imposed by a court or regulatory body that would likely be considered important to a reasonable investor in making an investment decision.

#### Conflicts of Interest

To the knowledge of the Company, there are no existing or potential material conflicts of interest among the Company or a subsidiary of the Company and a director or officer of the Company or a subsidiary of the Company.

# PROMOTER

Stanley Ma is considered to be a promoter of the Company. Mr. Ma beneficially owns, or exercises control or direction over, directly or indirectly, 4,885,643 common shares of the Company, representing approximately 19.5% of the issued and outstanding common shares of the Company. For the year ended November 30, 2019, Mr. Ma received wages of \$227,111 and had car benefits of \$23,415.

# LEGAL PROCEEDINGS AND REGULATORY ACTIONS

The Company is involved in legal claims associated with its current business activities, the outcome of which is not determinable. Management believes that these legal claims will have no significant impact on the financial statements of the Company.

The Company is not aware of any penalties or sanctions imposed against the Company or the Company's subsidiaries by a court relating to securities legislation or by a securities regulatory authority during the Company's financial year ended November 30, 2019, or any other penalties or sanctions imposed by a court or regulatory body against the Company or Company's subsidiaries that would likely be considered important to a reasonable investor in making an investment decision, and the Company and Company's subsidiaries have not entered into any settlement agreements with a court relating to securities legislation or with a securities regulatory authority during the Company's financial year ended November 30, 2019.

# TRANSFER AGENT AND REGISTRAR

The transfer agent and registrar of the common shares of the Company is:

Computershare Investor Services Inc. 100 University Ave, 9<sup>th</sup> Floor Toronto, ON M5J 2Y1

# INTEREST OF MANAGEMENT AND OTHERS IN MATERIAL TRANSACTIONS

Other than as noted below, there are no material interests, direct or indirect, of any director or executive officer of the Company, any shareholder that beneficially owns, or controls or directs (directly or indirectly), more than 10% of any class or series of the Company's outstanding voting securities, or any associate or affiliate of any of the foregoing persons, in any transaction within the three years before the date hereof that has materially affected or is reasonably expected to materially affect the Company or any of its subsidiaries.

# MATERIAL CONTRACTS

The following are the contracts, other than contracts entered into in the ordinary course of business, that are material to the Company and were entered into within the most recently completed financial year, or before the most recently completed financial year but which are still in effect:

- 1. Rocky Mountain Chocolate Factory Master License Agreement dated August 17, 2009 between Kahala Franchising Corp. and Rocky Mountain Chocolate Factory, Inc., granting an irrevocable non-exclusive right to the Company to offer Rocky Mountain Chocolate Factory products in existing Cold Stone Creamery locations in the United States or to open co-branded (Cold Stone Creamery/Rocky Mountain Chocolate Factory) stores. This agreement is valid as long as the Company's network has Rocky Mountain Chocolate Factory stores in operations and as long as there is no default to the clauses contained in the agreement.
- 2. Master License Agreement dated November 6, 2009 and amended May 17, 2016 permitting Tim Hortons stores to offer Cold Stone Creamery and permitting Cold Stone Creamery stores to offer Tim Hortons. The grant is irrevocable and non-exclusive and is applicable only for co-branded stores. The agreement is valid as long as co-branded stores are in operation and as long as there is no default to the clauses contained in the agreement. Both parties have termination rights in the agreement.
- 3. Stock Option Plans dated March 16, 2016 and October 21, 2019. As of the date of this Annual Information Form, there were 400,000 options outstanding.
- 4. During the year the Company modified its existing credit facilities payable to a syndicate of lenders. The modification resulted in an increase to the revolving credit facility which now has an authorized amount of \$700 million (November 30, 2018 \$500 million). The facility is secured by a moveable hypothec on most of the assets of the Company.

# INTEREST OF EXPERTS

PricewaterhouseCoopers LLP., Partnership of Chartered Professional Accountants ("PwC"), since March 27, 2018 is the external auditor of the Company and has prepared the Independent Auditor's Report dated February 23, 2020, with respect to the audited consolidated financial statements of the Company as at and for the year ended November 30, 2019. As of February 23, 2020, PwC is independent from the Company within the meaning of the Code of Ethics of the Chartered Professional Accountants of Quebec.

# AUDIT COMMITTEE INFORMATION of MTY Food Group Inc.

#### **Composition of the Audit Committee**

The following directors are the members of the Audit Committee:

Murat Armutlu	Independent <sup>(1)</sup>	Financially literate <sup>(2)</sup>
David K. Wong	Independent <sup>(1)</sup>	Financially literate <sup>(2)</sup>
Dickie Orr	Independent <sup>(1)</sup>	Financially literate <sup>(2)</sup>
Gary O-Connor	Independent <sup>(1)</sup>	Financially literate <sup>(2)</sup>

(1) A member of an audit committee is independent if the member has no direct or indirect material relationship with the Corporation, which could, in the view of the Board of Directors, reasonably interfere with the exercise of a member's independent judgment.

(2) An individual is financially literate if he has the ability to read and understand a set of financial statements that present a breadth of complexity of accounting issues that are generally comparable to the breadth and complexity of the issues that can reasonably be expected to be raised by the Corporation's financial statements.

#### Relevant Education and Experience

The relevant education and/or experience of each member of the Audit Committee is as follows:

<u>Murat Armutlu, CPA, CA</u>: Mr. Armutlu is a Chartered Professional Accountant and formerly served as Chief Financial Officer of the Corporation from December 2000 to April 2003. Mr. Armutlu has a Bachelor of Commerce (Accounting) degree. He earned his Chartered Accountant designation in 1986, and he also earned a Certified Public Accountant designation in 1997. Since 1990, he has served as auditor, accountant, and business advisor for his clients.

**David K. Wong**: Mr. Wong has over 20 years of experience in public and private equity investments in both domestic and international markets. He is currently Managing Director of DK Wong & Associates Inc., an advisory service which specializes in assisting entrepreneurs in seeking investment capital, mergers and acquisition candidates and corporate restructuring. Mr. Wong's past experiences also include serving as Manager, Technology Research at Avenir Capital Corp., Technology Analyst at Canaccord Capital Corp. and Research Analyst for C.M. Oliver & Co. Ltd. Mr. Wong received a Bachelor of Arts, Major in Economics from Simon Fraser University and is a member of CFA Institute, CFA Vancouver and ACG Vancouver Chapter.

<u>Dickie Orr</u>. Mr. Dickie Orr has over 27 years of experience as an investment advisor, involved in public and private equity investments in both domestic and international markets.

**Gary O'Connor, CPA, CA**: Mr. O'Connor served on the Board of Imvescor Restaurant Group Inc. from March 2014 to March 2018. He was a Partner of KPMG for 30 plus years from 1968 to 2012. He has an extensive experience with both SEC registrants and Canadian public companies as well as owner managed businesses and not-for-profit organizations. His industry experience includes retail (Reitmans Canada and Henry Birks), Consumer products (Dorel Industries), financial institutions (Bank of Montreal, Montreal Trust, Roynat) as well as numerous other manufacturing and distribution businesses. During his career, he held various management responsibilities within it including heading one of the audit teams comprised of 65 professionals. He was also a Member of various Firm committees including Professional Development and Information Technology Systems Audits. He was a Member of the Board of Trustees of a private Foundation associated with Concordia University from 2003 to 2017. He is a Member of the Quebec Order of Certified Professional Accountant. Mr. O'Connor received a Bachelor of Commerce in Accounting from Concordia University.

# Audit Committee Oversight

At no time since the commencement of the Corporation's most recently completed financial year was a recommendation of the Audit Committee to nominate or compensate an external auditor not adopted by the Board of Directors.

#### **Reliance on Certain Exemptions**

At no time since the commencement of the Corporation's most recently completed financial year has the Corporation relied on the exemption in Section 2.4 of NI 52-110 (De Minimis Non-audit Services), or an exemption from NI 52-110, in whole or in part, granted under Part 8 of NI 52-110.

#### **Pre-Approval Policies and Procedures**

The Audit Committee is authorized by the Board of Directors to review the performance of the Corporation's external auditors and approve in advance provision of services other than auditing and to consider the independence of the external auditors, including a review of the range of services provided in the context of all consulting services bought by the Corporation. The Audit Committee is authorized to approve in writing any non-audit services or additional work which the Chairman of the Audit Committee deems is necessary, and the Chairman will notify the other members of the Audit Committee of such non-audit or additional work and the reasons for such non-audit work for the Committee's consideration, and if thought fit, approval in writing.

#### **External Auditor Service Fees**

The fees billed by PwC, the Company's external auditor in each of the last two fiscal years for audit and non-audit related services provided to the Company or its subsidiaries (if any) are as follows:

Financial Year Ending November 30	Audit Fees	Audit Related Fees	Tax Fees <sup>(1)</sup>	All other Fees
2019	\$1,250,000	-	-	-
2018	\$853,000	-	\$139,000	-

<sup>(1)</sup> Fees for tax advice and tax planning

# ADDITIONAL INFORMATION

Additional information relating to the Company may be found on SEDAR at <u>www.sedar.com</u>. Additional information, including directors' and officers' remuneration and indebtedness, principal holders of the Company's securities and securities authorized for issuance under equity compensation plans, if applicable, is contained in the Company's information circular for its most recent annual meeting of security holders that involved the election of directors. Additional financial information is provided in the Company's financial statements and MD&A for its most recently completed financial year.

#### **APPENDIX A**

#### AUDIT COMMITTEE CHARTER

#### Purpose

This charter governs the operations of the Audit Committee (the "Committee").

The purpose of the Committee is to assist the Board of Directors (the "Board") in its oversight of the integrity of the Company's financial statements and other relevant public disclosures, the effectiveness of the Company's internal controls over financial reporting, the Company's compliance with legal and regulatory requirements relating to financial reporting and the external auditors' qualifications and independence.

The Committee approves and recommends to the Board, all matters falling within its purview, in accordance with its mandate, applicable laws, rules and regulations, the Company's by-laws and internal policies.

#### Composition

Following each annual meeting of shareholders, the Board shall elect a minimum of three directors (the "Members"), to serve on the Committee until the close of the next annual meeting of the shareholders or until the member ceases to be a director, resigns or is replaced, whichever first occurs. Any member may be removed from office or replaced at any time by the Board. One of the members shall be appointed by the Board as Chairperson of the Committee (the "Chair").

Each Member shall be independent, as determined by Canadian securities legislation requirements, and free from any relationship that, in the opinion of the Board, could interfere with the exercise of his/her independent judgment or their ability to represent their own professional view as a Member of the Committee.

Each Member shall be financially literate. Financial literacy requires that all Members have sufficient accounting or related financial management expertise to read and understand a set of financial statements, including the related notes, that present a breadth and level of complexity of accounting issues that are generally comparable to the breadth and complexity of the issues that can reasonably be expected to be raised by the Company's financial statements.

#### Meetings

- 1. The Committee shall meet no less than four times during each financial year. The Committee shall meet on a regular basis without management or the external auditors and shall meet separately with management, the internal and external auditors at least annually.
- 2. The Chair shall develop the agenda for each meeting of the Committee in consultation with management of the Company. The agenda and the appropriate material shall be provided to the Members on a timely basis prior to any meeting. Members shall attend meetings and review related meeting materials in advance. The Committee may invite such other persons to its meetings, as it deems necessary.
- 3. Minutes of meetings shall be recorded and maintained by the Corporate Secretary or his/her designate and shall be subsequently presented to the Committee for approval.
- 4. The Chair shall report regularly to the Board on the business of the Committee.

#### Responsibilities

#### **Financial Reporting and Disclosures**

- Reviewing with management and the external auditors the quarterly and annual financial statements and accompanying notes, and the external auditors' report thereon, and the financial information and forwardlooking information contained in the Management's Discussion and Analysis, Press Releases, Annual Information Form, Management Proxy Circular, prospectuses and any other documents containing financial information or forward-looking information before their public disclosure or filing with regulatory authorities.
- 2. Reviewing with management and the external auditors the major issues regarding accounting principles and financial statement presentation, including any significant changes in the Company's selection or application of accounting principles, and major issues regarding the adequacy and effectiveness of the internal controls and the quality and acceptability of the Company's accounting policies and any changes that are proposed to be made thereto, including all critical accounting policies and practices used, any alternative treatments of

financial information that have been discussed with management, the ramification of their use and the external auditors' preferred treatment.

- 3. Discussing with management and the external auditors regarding significant estimates and judgments made in connection with the preparation of the financial statements and the reasonableness of those estimates and judgments, including analyses of the effects of alternative GAAP on the financial statements.
- 4. Discussing with management and considering the effect of regulatory and accounting initiatives, as well as off-balance sheet structures, on the financial statements.
- 5. Ensuring the completeness and clarity of the disclosures in the financial statements.
- 6. Reviewing all related-party transactions required to be disclosed and discuss with management the business rationale for the transaction and whether appropriate disclosures have been made.

## **Risk Management and Internal Controls**

- 1. Discussing with management its process for assessing the effectiveness of internal control over financial reporting.
- 2. Reviewing reports from management and the external auditors on management's assessment of the effectiveness of internal controls over financial reporting.
- 3. Discussing with management and the external auditors all significant deficiencies and material weaknesses in the design or operation of internal control over financial reporting which are reasonably likely to adversely affect the Company's ability to record, process, summarize and report financial data, and management's remediation plan to address internal control deficiencies.
- 4. Discussing with management and the external auditors any changes in internal control over financial reporting that have materially affected or are reasonably likely to materially affect the Company's internal control over financial reporting that are required to be disclosed or any other change that were considered for disclosure.
- 5. Review and discuss any fraud or alleged fraud involving management or other employees and the related corrective and disciplinary actions to be taken.
- 6. Reviewing on a regular basis and monitoring the Company's risk assessment and management policies, including the Company's major financial accounting and risk exposures and the procedures in place to monitor, control, report and mitigate those risks.

# External Auditors

- 1. Evaluating the performance of the external auditors and making recommendations to the Board on the nomination for reappointment or appointment of the external auditors. Such nomination is to be approved by the Board. The external auditors will be reappointed or appointed each year by the shareholders of the Company at the annual general meeting of the shareholders.
- Reviewing the terms of the external auditors' engagement and the appropriateness and reasonableness of the proposed audit fees and make the appropriate recommendations to the Board. The remuneration of the external auditors will be determined by the Board, upon the annual authorization of the shareholders at each general meeting of the shareholders.
- 3. Overseeing of the work of the external auditors and monitoring their qualifications, performance and independence.
- 4. Reviewing the external auditors' report including the firm's internal quality control procedures, any material issues raised by the internal quality review or peer review of the firm or by any inquiry or investigation conducted by governmental or professional authorities within the five preceding years, and all relationships between the external auditors and the Company to assess the external auditors independence.
- 5. Pre-approving the basis and amount of all non-audit services provided by the external auditors, including determining and discussing with management the non-audit services that should not be provided by the external auditors.
- 6. Reviewing the audit plan and, if applicable, the quarterly financial statements review plan with the external auditors and management and approving the scope, extent and schedule of such plans.
- 7. Reviewing the Company's hiring policies for employees or former employees of the external auditors.
- 8. Ensuring the respect of legal requirements regarding the rotation of applicable partners of the external auditors, on a regular basis, as required.
- 9. Ensuring that the external auditors report directly to the Committee, that the external auditors are able to complete their audit procedures and reviews with professional independence, free from any undue interference from the Company's management or Board and that management fully cooperates with the external auditors in the course of carrying out their professional duties.
- 10. Reviewing with the external auditors any audit problems or difficulties and management's response thereto and resolving any disagreement between management and the external auditors regarding financial reporting.

# <u>Other</u>

- 1. Reviewing such litigations, claims, transactions or other contingencies as the external auditors or any officer of the Company may bring to the attention of the Committee.
- 2. The Committee shall consider all other matters of a financial nature further delegated by the Board.
- 3. Reviewing the Committee's mandate at least annually and recommend any changes to the Board for approval.
- 4. Evaluating the performance of the Committee in reference to this charter annually.
- 5. Adhering to the Company's code of conduct and disclosing all conflicts of interest or appearance of a conflict of interest to the Board.
- 6. The Committee shall ensure that this charter (or an approved summary thereof) is disseminated in accordance with Applicable Requirements.

# <u>Authorities</u>

- 1. The Committee shall have a direct line of communication with the internal and external auditors.
- The Committee shall have full, free and unrestricted access to management and employees and to the relevant books and records of the Company and shall be empowered to investigate any matter brought to its attention.
- 3. The Committee shall have the authority to retain independent legal, accounting or other relevant advisors as it may deem necessary or appropriate to carry out its duties.