

# **SLATE OFFICE REIT**

# **ANNUAL INFORMATION FORM**

For the Year Ended December 31, 2023

Dated March 18, 2024

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### **INFORMATION**

In this annual information form ("Annual Information Form"), references to Slate Office REIT (the "REIT") include its subsidiaries and all prior names as required by the context. All dollar amounts are expressed in Canadian dollars ("CAD" or "\$") unless otherwise indicated. All capitalized terms used in this Annual Information Form but not otherwise defined herein have the meanings set forth in the "Glossary". Information contained in this Annual Information Form is given as at December 31, 2023 unless otherwise specifically stated.

### FORWARD-LOOKING STATEMENTS

Certain information in this Annual Information Form constitutes "forward-looking statements" within the meaning of applicable securities legislation. These statements reflect management's expectations regarding objectives, plans, goals, strategies, future growth, results of operations, performance and business prospects and opportunities of the REIT including expectations for the current financial year, and include, but are not limited to, statements with respect to management's beliefs, plans, estimates and intentions, and similar statements concerning anticipated future events, results, circumstances, performance or expectations that are not historical facts. Statements that contain words such as "could", "should", "would", "can", "anticipate", "expect", "does not expect", "believe", "plan", "budget", "schedule",

"estimate", "intend", "project", "will", "may", "might", "continue", "seek", "goals", "strategy", "future", "likely" and similar expressions or statements relating to matters that are not historical facts constitute forward-looking statements.

These forward-looking statements are not guarantees of future events or performance and, by their nature, are based on the REIT's current estimates and assumptions, which are subject to significant risks and uncertainties. The REIT believes that these statements are made based on reasonable assumptions, however, there is no assurance that the events or circumstances reflected in these forward-looking statements will occur or be achieved. A number of factors could cause actual results to differ materially from the results discussed in the forward-looking statements including, but not limited to, the risks that are more fully discussed under the "Risk Factors" section of this Annual Information Form. Factors that could cause actual results to differ materially from those contemplated or implied by forward-looking statements include, but are not limited to: risks incidental to ownership and operation of real estate properties including local real estate conditions; financial risks related to obtaining available equity and debt financing at reasonable costs and interest rate fluctuations; uncertainty around inflationary pressures; economic slowdown; market volatility; operational risks including timely leasing of vacant space and re-leasing of occupied space on expiration of current leases on terms at current or anticipated rental rates; tenant defaults and bankruptcies; uninsured or underinsured losses; enforceability of contracts; compliances with covenants under certain agreements entered into by the REIT; uncertainties of acquisition activities including availability of suitable property acquisitions and integration of acquisitions; competition including development of properties in close proximity to the REIT's properties; loss of key management and employees; reliance on management; reliance on third-party services; cyber security risks; potential conflicts of interest; potential environmental liabilities; catastrophic events such as earthquakes and climate related risks including more extreme weather events as a result of climate change; governmental, taxation and other regulatory risks and litigation risks.

This is not an exhaustive list of the factors that may affect the REIT's forward-looking statements and information. Other risks and uncertainties not presently known to the REIT could also cause actual results or events to differ materially from those expressed in its forward-looking statements. Additional risks and uncertainties are discussed in the REIT's materials filed with the Canadian securities regulatory authorities from time to time.

Unless otherwise specified, forward-looking statements included in this Annual Information Form are made as at December 31, 2023 and accordingly are subject to change after such date. The REIT does not undertake to update any forward-looking statements that are included in this Annual Information Form, whether as a result of new information, future events or otherwise, except as expressly required by applicable securities laws. Certain statements included in this Annual Information Form may be considered "financial outlook" for

purposes of applicable securities laws, and such financial outlook may not be appropriate for purposes other than this Annual Information Form. Investors are cautioned against placing undue reliance on forward-looking statements.

### **NON-IFRS MEASURES**

We disclose a number of financial measures in this Annual Information Form that are not measures used under International Financial Reporting Standards ("IFRS"), including net operating income ("NOI"), funds from operations ("FFO"), adjusted funds from operations ("AFFO"), and adjusted funds from operations pay-out ratio ("AFFO pay-out ratio"), in addition to certain of these measures on a fully-diluted per unit basis. We utilize these measures for a variety of reasons, including measuring performance, managing the business, capital allocation and the assessment of risk. Descriptions of why these non-IFRS measures are useful to investors and how management uses each measure are included in the Management's Discussion and Analysis ("MD&A") of the REIT for the most recently completed financial year. We believe that providing these performance measures on a supplemental basis to our IFRS results is helpful to investors in assessing the overall performance of our business in a manner similar to management. These financial measures should not be considered as a substitute for similar financial measures calculated in accordance with IFRS. We caution readers that these non-IFRS financial measures may differ from the calculations disclosed by other businesses, and as a result, may not be comparable to similar measures presented by others. Reconciliations of these non-IFRS measures to the most directly comparable financial measures calculated and presented in accordance with IFRS are included within the MD&A.

**"FFO"** is a non-IFRS measure for evaluating real estate operating performance. The REIT calculates FFO in accordance with the definition provided by the Real Property Association of Canada in its White Paper on Funds From Operations, as revised in January 2022.

"AFFO" is a non-IFRS measure that is used by management of the REIT, certain of the real estate industry and investors to measure the cash flows generated from operations including certain capital costs, leasing costs, tenant improvements and the impact of non-cash revenue. It is a meaningful measure used to evaluate the extent of cash available for distribution to Unitholders. The REIT's use and calculation of AFFO may be different than the use or as disclosed by other businesses, and as a result, may not be comparable to similar measures presented by others. In calculating AFFO, the REIT makes adjustments to FFO for certain items, including: (i) amortization of deferred transaction costs;

- (ii) de-recognition and amortization of mark-to-market adjustments on mortgages refinanced or discharged;
- (iii) recognition of the REIT's share of lease payments received for its Bell MTS Data Centre asset, which for IFRS purposes is accounted for as a finance lease;
- (iv) amortization of straight-line rent; and (v) normalized direct leasing and capital costs. The method applied by the REIT to calculate AFFO differs from the definition of AFFO as defined by the Real Property Association of Canada in its White Paper on Funds From Operations, Adjusted Funds from Operation for IFRS, as revised in January 2022.

"NOI" is a non-IFRS measure and is defined by the REIT as rental revenue: (i) excluding non-cash straight-line rent and leasing costs amortized to revenue, (ii) less property operating costs prior to IFRIC 21, *Levies* adjustments. Rental revenue for purposes of measuring NOI excludes revenue recorded as a result of determining rent on a straight-line basis and the amortization of leasing costs in revenue for IFRS, which management believes better reflects the cash generation activity of the REIT's properties. NOI is an important measure of the income generated from the REIT's properties and is used by the REIT in evaluating the performance of its properties.

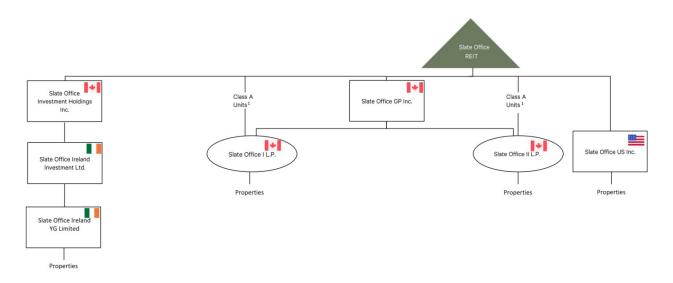
### **ORGANIZATIONAL STRUCTURE**

The REIT is an unincorporated open-end limited purpose real estate investment trust established pursuant to the Declaration of Trust under and governed by the laws of the Province of Ontario. The REIT focuses on acquiring, holding, developing, maintaining, improving, leasing, managing or otherwise dealing with office properties in North America and Europe. The REIT is positioned as a pure play office platform that focuses on future growth of high quality assets, including downtown and suburban office properties in

geographically diversified markets in Canada, the United States of America (the "**United States**" or the "**U.S.**") and Europe.

The head and registered office of the REIT is located at 121 King Street West, Suite 200, Toronto, Ontario M5H 3T9.

Each of the REIT's properties are held indirectly by the REIT. The following diagram illustrates the simplified structure of the REIT:



### Notes:

(1) Manager directly holds all of the Class B LP Units in each of Office I L.P. and Office II L.P. Each Class B LP Unit is accompanied by one Special Voting Unit which provides Manager with a right to vote on matters respecting the REIT that is proportionate to its indirect ownership in the REIT.

### **GENERAL DEVELOPMENT OF THE BUSINESS**

# **Three Year History**

### **Acquisitions**

Yew Grove REIT plc Acquisition

On February 7, 2022, the REIT acquired all of the issued and outstanding shares of Yew Grove REIT plc (an Irish-incorporated real estate investment trust that was dual-listed on Euronext Dublin (Ireland) and the AIM market of the London Stock Exchange) ("Yew Grove"), for cash consideration of €1.017 per share, ("Yew Grove Acquisition"). As part of the Yew Grove Acquisition the REIT acquired a high quality, fit for purpose portfolio of 23 office, life sciences and lite-industrial properties in Ireland.

The Yew Grove Acquisition was partially funded from the proceeds of the sale of subscription receipts of the REIT and issuance of convertible debentures in connection with the November 2021 Offering (as defined below). For details on the properties see "*Properties of the REIT*" and "*Private Placement*".

### Chicago Acquisition

On October 17, 2022 the REIT announced its agreement to acquire a newly retrofitted Class A office property located in Chicago, Illinois (the "**Chicago Acquisition**"). The property was valued at US\$19.8 million and anchored with a 10-year lease with Pfizer Inc. The Chicago Acquisition was funded from the proceeds of the 2022 October Offering (as defined below). For details on the property see "*Properties of the REIT*".

### Other Acquisitions

Since inception, the REIT has added to its portfolio of properties. For more information about the investment properties acquired by the REIT, see "*Properties of the REIT*".

### **Dispositions**

### 2021 Dispositions

During 2021, the REIT disposed of (i) 4 Herald Avenue in Corner Brook, Newfoundland for a sale price of \$2.8 million on October 15, 2021; and (ii) 1 Eva Road in Toronto, Ontario for a sale price of \$34.0 million on October 18, 2021.

### 2022 Dispositions

During 2022, the REIT disposed of 95-105 Moatfield Drive in Toronto, Ontario for a sale price of \$97.0 million on September 23, 2022.

# 2023 Dispositions

During 2023, no dispositions were made by the REIT.

# 2024 Dispositions

On February 1, 2024, the REIT disposed of its undivided 75% interest in the property known as Sheridan Exchange at 2655 and 2695 North Sheridan Way, Mississauga, Ontario for a sale price of \$25.6 million.

On February 28, 2024, the REIT disposed of Units 7 & 8 Airways Business Park, Co. Dublin for a sale price of €7.5 million.

For further information on anticipated dispositions over 2024, see "General Development of the Business – Three Year History – Portfolio Realignment Plan".

### Offerings

As of the date of this Annual Information Form, the REIT has successfully raised over \$600.0 million in capital through equity issuances since the completion of its initial public offering on December 28, 2012 (the "**IPO**"). Proceeds have been used to acquire new properties, reduce debt and fund redevelopment projects for existing properties.

### Prospectus Offerings

The REIT filed a short form base shelf prospectus dated April 29, 2021 qualifying the issuance of up to \$750,000,000 of Units, debt securities or subscription receipts (the "Base Shelf").

In November 2021, the REIT completed a public offering (the "Base Offering") of 11,225,000 subscription receipts at price of \$4.90 per subscription receipt for gross proceeds of approximately \$55.0 million, and \$75.0 million aggregate principal amount of 5.50% extendible convertible unsecured subordinated debentures of the REIT (the "2021 Debentures"). In December 2021, the REIT completed an additional offering of \$9.2 million aggregate principal amount of 2021 Debentures in connection with the partial exercise of the 2021 Debenture over-allotment option granted by the REIT to the syndicate of underwriters in connection with the Base Offering (the "Over-Allotment Offering" and, together with the Base Offering, the "November 2021 Offering"). The November 2021 Offering was conducted on a bought deal basis by a syndicate of underwriters co-led by RBC Dominion Securities Inc. and BMO Nesbitt Burns Inc. (the "November 2021 Underwriters"). The REIT and the November 2021 Underwriters entered into an underwriting agreement dated November 16, 2021, in connection with the November 2021 Offering. The REIT used the net proceeds from the November 2021 Offering to finance, in part, the purchase price for the Yew Grove Acquisition and related expenses. The prospectus supplement filed on November 16, 2021, contains a detailed description of the terms of the subscription receipts, 2021 Debentures and the November 2021 Offering. See also "Capital Structure – Debentures – 2021 Debentures".

On June 17, 2022, the REIT announced that it established an at-the-market equity program (the "ATM Program") that allows the REIT to issue, at its discretion, up to \$40,000,000 of Units to the public from time to time through BMO Capital Markets and RBC Capital Markets (together, the "Agents"). In accordance with the terms of an equity distribution agreement between the REIT and the Agents (the "Equity Distribution Agreement"), and except as noted below, the REIT may distribute Units from time to time through the Agents, as its exclusive agents for the distribution of such Units. The prospectus supplement filed on June 17, 2022, contains a detailed description of the terms of the ATM Program.

On October 24, 2022, the REIT completed a bought deal public offering (the "October 2022 Offering") by way of its Base Shelf, as supplemented by a prospectus supplement dated October 19, 2022. CIBC Capital Markets, BMO Capital Markets and RBC Capital Markets acted as joint bookrunners for the October 2022 Offering on behalf of a syndicate of underwriters which also comprised TD Securities Inc., Scotia Capital Inc., National Bank Financial Inc., Raymond James Ltd., Canaccord Genuity Corp., iA Private Wealth Inc., Cormark Securities Inc. and Laurentian Bank Securities Inc. (collectively, the "October 2022 Underwriters"), whereby the October 2022 Underwriters purchased \$45 million aggregate principal amount of 7.50% convertible unsecured subordinated debentures of the REIT (the "2022 Debentures"). The REIT used the net proceeds from the October 2022 Offering to partially fund the Chicago Acquisition, reduce the REIT's secured indebtedness, and for other general corporate purposes. The prospectus supplement filed on October 19, 2022, contains a detailed description of the terms of the 2022 Debentures and the October 2022 Offering. See also "Capital Structure – Debentures – 2022 Debentures".

### **Distributions**

On April 17, 2023, the REIT declared a decreased dividend of \$0.01 per Unit from its previous dividend of \$0.0333 per Unit.

On November 14, 2023, the REIT announced the Boards decision to suspend the REIT's monthly cash distribution. The distribution suspension is expected to provide the REIT with an additional \$10.2 million of cash annually, which will be used for the paydown of debt and the funding of ongoing business operations. The suspension became effective as of the REIT's distribution that would have otherwise been declared for November 2023 and payable to unitholders in December 2023. The Board will continue to monitor the REIT's financial performance, operating environment, and progress with its Portfolio Realignment Plan to determine when it is appropriate to reinstate a regular cash distribution.

#### Normal Course Issuer Bids

On June 11, 2021, the REIT announced that it had received approval from the TSX to renew its existing normal course issuer bid (such renewed bid being the "2021 NCIB"). As of June 7, 2021, 67,765,409 Units were outstanding. Pursuant to the 2021 NCIB, the REIT may purchase for cancellation up to a maximum of 6,586,683 Units, or approximately 10% of the public float, over the 12-month period commencing June 15, 2021, and ending on June 14, 2022. In 2021, the REIT did not repurchase Units pursuant to the 2021 NCIB.

On June 17, 2022, the REIT announced that it had received approval from the TSX to renew the 2021 NCIB (such renewed bid being the "2022 NCIB") effective as at the open of markets on June 22, 2022 to repurchase for cancellation up to 6,252,619 Units or approximately 10% of the public float of 62,526,190 Units as of June 14, 2022. In the year 2022, the REIT repurchased 150,800 Units for contributions of \$709,527 pursuant to the 2022 NCIB.

### Changes of Executive Officers

On January 1, 2021, Lindsay Stiles became Chief Operating Officer of the REIT. Lindsay Stiles subsequently resigned as Chief Operating Officer of the REIT effective September 9, 2022.

On January 10, 2022, the REIT announced the resignation of Michael Sheehan and the appointment of Charles Peach as Chief Financial Officer of the REIT effective February 7, 2022.

On April 25, 2023, the REIT announced the appointment of Brady Welch as interim Chief Executive Officer of the REIT. Brady Welch replaced Steve Hodgson who resigned as Chief Executive Officer of the REIT effective May 12, 2023.

On July 19, 2023, the REIT announced the resignation of Charles Peach as Chief Financial Officer of the REIT and the appointment of Robert Armstrong as Chief Financial Officer effective August 17, 2023.

For more information about the current Executive Officers of the REIT, see "Trustees and Executive Officers of the REIT – Executive Officer Information".

### Appointment of Trustees

On January 1, 2021, John O'Bryan retired as Trustee and Chair of the REIT's Board of Trustees, Thomas Farley became Chair of the REIT's Board of Trustees and Lori-Ann Beausoleil became a Trustee of the REIT.

On May 12, 2022, Michael Fitzgerald was elected as a Trustee of the REIT replacing Nora Duke who chose not to stand for re-election at the annual meeting of Unitholders held on May 12, 2022.

On November 28, 2022, the REIT announced the resignation of Thomas Farley as Trustee and Chair of the Board of Trustees and the appointment of Monty Baker as interim Chair. The REIT also announced the appointment of Michael Fitzgerald as Chair of the Investment Committee.

On February 16, 2023, the REIT announced the appointment of George Armoyan and Jean-Charles Angers as Trustees of the REIT effective February 16, 2023.

For more information, about the current Trustees, see "Trustees and Executive Officers of the REIT – Trustee Information".

### Amended Declaration of Trust

On May 14, 2021, the REIT announced the approval of a special resolution of Unitholders to amend the REIT's third amended and restated declaration of trust dated as of March 21, 2016, as amended on March 1, 2019, for the purposes of: (i) increasing the quorum requirement for Unitholder meetings, (ii) amending the advance notice provisions and (iii) amending the investment guidelines in order to allow for investments in Europe and making certain other consequential amendments related thereto.

On January 15, 2024, the REIT announced the approval of a special resolution of Unitholders to amend the REIT's Declaration of Trust to remove a restriction imposed on the REIT that prevented the REIT from incurring or assuming additional indebtedness if, after giving effect to the incurrence or assumption of such indebtedness, the total indebtedness of the REIT would exceed 65% of the REIT's gross book value, including convertible debentures (the "**Restriction**"). The Board exercised its discretion to implement the amendment in the form of a waiver of the Restriction rather than as a blanket removal of the Restriction from the Declaration of Trust. The waiver will be effective as at January 15, 2024 until December 31, 2025 and the Restriction will be revived from and after January 1, 2026.

### Amendment of 2018 Debentures

On January 27, 2023, holders of the 2018 Debentures (as defined below) approved an extraordinary resolution to amend the trust indenture dated as of January 26, 2018 governing the 2018 Debentures in order to, among other things: (i) increase the interest rate of the 2018 Debentures from 5.25% to 9.00%, effective February 28, 2023; (ii) decrease the conversion price of the 2018 Debentures from \$10.53 per Unit to \$5.50 per Unit; (iii) extend the maturity date of the 2018 Debentures from February 28, 2023 to February 28, 2026; and (iv) provide that the 2018 Debentures are not redeemable prior to February 28, 2025 (collectively, the "**Amendments**"). The consent and proxy solicitation statement of the REIT dated December 29, 2022 contains a detailed description of the terms of the Amendments. See "*Capital Structure – Debentures – 2018 Debentures*".

The REIT implemented the Amendments by way of a first supplemental indenture, dated February 17, 2023 (the "**Supplemental Indenture**"), entered into by the REIT and TSX Trust Company, as trustee for the 2018 Debentures. Under the terms of the Supplemental Indenture, the Amendments will take effect on February 22, 2023.

### Strategic Review

On October 25, 2022, the REIT announced that it launched a comprehensive review of strategic alternatives and that it had established a special committee of its independent trustees (the "**Special Committee**"), composed of five independent trustees, to oversee the process and retain a financial advisor to assist with the strategic review. Following the resignation of Thomas Farley as a trustee of the REIT on November 28, 2022, the Special Committee was reduced to four independent trustees.

On April 4, 2023, the REIT announced the conclusion of the comprehensive review of strategic alternatives undertaken by the REIT and its external advisors and a corresponding unitholder value preservation plan (the "Value Preservation Plan"). Under the Value Preservation Plan, the REIT amended its monthly cash

distribution from \$0.0333 per trust unit of the REIT to \$0.0100 per trust unit of the REIT. The Value Preservation Plan intends to provide the REIT with the flexibility and capital to continue strengthening its core business, including maintaining and growing operating cash flow, proactively leasing vacancies in the REIT's portfolio, and evaluating other initiatives that may surface value for the REIT. As a result of the conclusion of the review of strategic alternatives, the Special Committee was dissolved on April 4, 2023.

### Portfolio Realignment Plan

On November 14, 2023, the REIT announced a Portfolio Realignment Plan which intends to reposition the REIT's portfolio for long-term stability and performance. The REIT's management, together with the Board, have considered a number of potential strategies to preserve value for Unitholders in the current macroeconomic and office environments, while also ensuring the REIT will be in a stronger position when it emerges from this economic cycle. Management and the Board have determined that the best course of action for Unitholders is to execute a Portfolio Realignment Plan which intends to improve the REIT's liquidity, strengthen its balance sheet through reduced debt, and improve portfolio composition.

### Under the Portfolio Realignment Plan:

- i. The REIT will divest non-core assets identified by Management and the Board in certain Canadian markets for strategic disposition (the "**Disposition Assets**"). These assets comprise approximately 40.0% of the REIT's total GLA.
- ii. The REIT will maintain a Continuing Portfolio made up of assets that are similar in terms of their quality, occupancy, tenant profile and cash flow and are located in markets with strong economic drivers and stable office demand. Management and the Board believe these assets, when separated from the remainder of the portfolio, will constitute a more focused and resilient REIT with stronger portfolio KPIs and lower funding requirements of which the REIT intend to retain as long-term assets.

The REIT is undertaking a process to divest the Disposition Assets and expects this process will continue until 2025. Management and the Board will actively monitor the Disposition Assets and the Continuing Portfolio, and depending on changes in leasing activity or local market conditions, the classification of these assets may change. As of October 31, 2023, approximately two-thirds of the Disposition Assets are either listed for sale, under discussion or at varying stages of contract negotiation. The remainder of the Disposition Assets will be brought to market in 2024 subject to local market conditions.

# Unitholder Requisition

On October 27, 2022, the REIT announced it had received a requisition from G2S2 Capital Inc. ("**G2S2**"), a Unitholder, for a special meeting of Unitholders to be called for the purposes of, among other things, reconstituting the Board to remove five incumbent trustees of the REIT and replace them with four trustee nominees of G2S2.

On February 16, 2023, the REIT announced that it had entered into the Settlement Agreement with G2S2 pursuant to which, among other things, (i) the REIT and G2S2 mutually agreed to appoint George Armoyan and Jean-Charles Angers to the Board, and (ii) G2S2 withdrew its requisition for the above-described special meeting of Unitholders.

On January 12, 2024, the REIT announced that the REIT and G2S2 agreed to amend the Settlement Agreement to, among other things, (i) reduce the size of the Board from eight to six trustees at the REIT's next annual general meeting, and (ii) to terminate certain restrictions applicable to G2S2 including restrictions on G2S2 acquiring additional securities of the REIT. G2S2 also agreed to provide credit support for certain obligations that the REIT has undertaken in connection with its pursuit of leasing opportunities, such as tenant inducements. See "Arrangements with Unitholders – Arrangements with G2S2".

### Indebtedness

For an overview of the REIT's credit and borrowing facilities including indebtedness incurred by the REIT over the last three-years see "Borrowing and Credit Facilities – Overview".

### **BUSINESS OF THE REIT**

### Overview

The business of the REIT is to invest in a diversified portfolio of income-producing real property investments used as workspaces, in accordance with its investment policies and investment guidelines. The REIT's properties include buildings and complexes providing workspace for federal and provincial governments and various service companies.

To the extent that funds are not invested by the REIT in real property investments from time to time, they will be invested in accordance with the Declaration of Trust. See "Declaration of Trust – Investment Guidelines".

In order to ensure the stability and sustainability of portfolio yields, the REIT seeks to diversify its investments among many geographic regions within North America and Europe, subject to the REIT's investment policies. See "Declaration of Trust – Investment Guidelines".

### Manager

The REIT's properties are managed by the Manager, a wholly-owned subsidiary of Slate, pursuant to the Management Agreement. Slate is a global alternative investment platform targeting real assets. Slate focuses on fundamentals with the objective of creating long-term value for its investors and partners. Slate's platform has a range of real estate and infrastructure investment strategies, including opportunistic, value add, core plus and debt investments. Slate is supported by exceptional people and flexible capital, which enable it to originate and execute on a wide range of compelling investment opportunities. Slate's team consists of approximately 168 professionals with dedicated acquisition, leasing, in-house legal, construction management, finance and taxation teams for its U.S., European and Canadian commercial real estate businesses. Due to its relationship with the Manager, the REIT does not have any of its own employees. Instead, the REIT has trustees and officers, and relies on Slate for services it might otherwise obtain from employees. See "Management of the REIT".

# **Strategy and Objective**

The REIT's strategy is to own an institutional quality portfolio of assets in stable and growing office markets. The REIT seeks out assets that can be purchased at a significant discount to peak and replacement value while retaining stable operating fundamentals so as to allow the potential for superior risk-adjusted returns. Management believes that approximately two-thirds of office inventory is often overlooked by large institutional investors for various reasons. The REIT's portfolio of office properties provides diversification and an ability to generate cash flow to provide distributions to Unitholders, while also providing the opportunity to grow net asset value on a per unit basis.

Management and the Board have developed a Portfolio Realignment Plan which intends to reposition the REIT's portfolio for long-term stability and performance and raise liquidity to reduce the REIT's borrowings.

While the REIT's primary goals are to grow net asset value on a per unit basis and provide attractive total return to Unitholders, the REIT is focused on the following areas to achieve its objectives through 2024:

 Targeted strategic disposition of non-core assets in certain Canadian markets with the intention of realizing capital for the repayment of debt and general liquidity for the REIT. Management and the Board believe that the Portfolio Realignment Plan will ultimately reconstitute the REIT's portfolio with assets that have higher cash flow, stronger occupancy and a higher proportion of government and highquality credit tenants;

- Prudent and proactive capital and asset management to reposition properties, grow rental revenue, extend lease terms and increase occupancy to create value while mitigating property and portfolio vacancy exposure;
- Prudent and disciplined management of capital outlays that will maintain and increase the attractiveness of the REIT's portfolio and achieve increased rents;
- Continue to increase the REIT's financial strength and flexibility through robust balance sheet management;
- Target an appropriate AFFO pay-out ratio taking into account the REIT's other available opportunities and capital allocation requirements; and
- Continue to selectively recycle equity through financing or disposing of stabilized assets and redeploying proceeds to new opportunities to grow income.

Overall, we believe that the REIT has accumulated a portfolio with high credit-quality tenants, positive rental spreads and opportunities in multiple markets.

### **Competitive Conditions for Real Property Investments**

The REIT may compete for suitable real property investments with other real estate investment trusts, corporations, pension funds and other institutional investors (both Canadian and foreign) which are presently seeking, or which may seek in the future, real property investments similar to those desired by the REIT. Many of these investors have greater financial resources than the REIT, or operate without the REIT's investment restrictions, or according to more flexible conditions. An increase in the availability of investment capital and an increase in demand for real property investments should increase competition for real property investments, thereby increasing purchase prices and reducing the yields from such investments. Conversely, a decline in the availability of investment capital should produce a decline in demand for real property investments which would lead to decreasing purchase prices and higher yields from such investments.

### **Environmental Risk Management**

The REIT is exposed to potential liability in respect of environmental hazards or liability under various environmental laws and regulations. This risk is more particularly described in the "Risk Factors" section of this Annual Information Form. With guidance from the Global Head of ESG, Management completes an annual review of the environmental management program and 'climate risk review' to ensure appropriate environmental policies and procedures are in place. The purpose of the environmental management program and climate risk review is to ensure environmental risks and opportunities are being managed and are supported by processes and procedures to mitigate the REIT's risks and potential liabilities. The need to address these environmental risks requires certain expenditures, including those associated with the commissioning of environmental assessments upon the acquisition, financing and ongoing maintenance of the REIT's properties. The environmental assessments which the REIT has obtained to date with respect to its portfolio have not revealed any environmental liability that management believes will have a material adverse effect on the REIT.

As an additional measure to help manage environmental exposure, the REIT enters into new tenant leases that generally specify that the tenant will conduct its business in accordance with environmental laws and be responsible for any liabilities arising out of infractions of such laws or out of contamination caused by the tenant. It is the REIT's practice to periodically inspect tenant premises that may be subject to environmental risk.

The REIT has developed design standards to ensure high-quality processes are followed when developing and refurbishing these properties. Through quality construction and upgrading of its properties, the REIT expects to increase the efficiency of mechanical and electrical systems as well as building durability.

In 2023, to further enhance its approach on managing climate risks and as part of the REIT's annual environmental and climate risk review, Slate developed an internal climate risk matrix to determine the exposure and sensitivity of the REIT and its individual assets to differing physical hazard risks and transition risks. The physical hazard risks assessed include but are not limited to coastal flooding, heavy precipitation, drought, heat stress and wildfires using Representative Concentration Pathways ("RCP") scenarios 4.5 and 8.5 on future projections. The transition risks assessed include but are not limited to legislation, insurability and energy costs utilizing readily available data points such as energy rating label and CRREM to assess year over year performance. Any risks that are identified as 'high' or 'very high' are reviewed and recommendations for mitigation and resiliency measures are made in alignment with the REIT's annual business planning cycle. The same principles are applied during acquisition due diligence whereby all new acquisitions undergo a review of environmental, social and governance ("ESG") risks including but not limited to hazardous materials, contaminated land, physical hazards and transition risks. Recommendations for mitigative actions are made where necessary.

The REIT benefits from the broader Slate ESG policy, commitments and roadmap. More details regarding these policies including Slate's 2022 ESG Report, can be found on the Slate website at www.slateam.com/esg/.

### PROPERTIES OF THE REIT

### Overview

As at December 31, 2023, the REIT owns a portfolio of 54 assets that is primarily comprised of office properties throughout Canada, the United States and Ireland. The portfolio consists of 7,525,349 square feet of GLA and has an occupancy rate of 78.5%. Management believes that the REIT's properties, which are primarily assets in major office markets, provide superior risk-adjusted yields relative to conventional "Class A" office towers pursued by many other large investors.

The following table summarizes certain aspects of the REIT's real estate assets as at December 31, 2023:

Location (square feet as a percentage of total leasab	le area)
Canada	
Manitoba	5.0%
New Brunswick	18.6%
Newfoundland and Labrador	8.1%
Nova Scotia	8.0%
Ontario	30.1%
Saskatchewan	1.1%
U.S.	
Illinois	16.3%
Ireland	
Dublin & Kildare	5.8%
Athlone & Tullamore	3.3%
Dundalk	1.2%
Cork & Waterford	1.3%
Letterkenny	1.2%

Total 100.00%

Asset Class (number of properties)			
Office <sup>(1)</sup>	44		
Data Centre	1		
Industrial	7		
Retail	2		
Total	54		

Asset Class (percentage of leasable area)	
Office <sup>(1)</sup>	92.8%
Data Centre	0.9%
Industrial	5.4%
Retail	0.9%
Total	100.00%

<sup>(1)</sup> Includes 298-304 Broadway, Winnipeg, Manitoba, which is a parking lot that services the REIT's office buildings in Manitoba.

The following table outlines information regarding the properties held by the REIT as at December 31, 2023:

Asset Class	Property Address	Property Name	City	Year Built / Renovated/ Expanded	Interest	Square feet of GLA	Occupancy
United	States Office						
	20 South Clark	20 South Clark	Chicago, IL	1970 / 2005	100.0%	371,340	76.4%
	120 South LaSalle	120 South LaSalle	Chicago, IL	1929 / 1998	100.0%	655,289	84.3%
	275 N Field Drive	275 N Field Drive	Chicago, IL	1989 / 2021	100.0%	197,527	52.2%
United S	States Office					1,224,156	76.7%
Greater	Toronto Area Office						
	7030, 7050, 7100 Woodbine Avenue & 55, 85 Idema Road	Woodbine & Steeles Corporate Centre	Markham, ON	1984 / 2011	75.0%	359,563	82.5%
	3000 - 3100 Steeles Avenue East	Gateway Centre	Markham, ON	1982 / 1987	75.0%	243,403	84.1%
	2655 – 2695 North Sheridan Way <sup>(1)</sup>	The Sheridan Exchange	Mississauga, ON	1987 / 1989	75.0%	160,178	93.2%
	2285 Speakman Drive		Mississauga, ON	1981 / 2016	100.0%	127,419	73.5%
	2599 Speakman Drive		Mississauga, ON	1971 / 2011	100.0%	127,782	68.8%
	2251 Speakman Drive		Mississauga, ON	1965/2016	100.0%	115,582	100.0%
	1189 Colonel Sam Drive		Oshawa, ON	2001	100.0%	103,179	100.0%
	185-195 The West	West Metro	Toronto, ON	1986 / 2006	75.0%	618,003	62.9%

Asset Class	Property Address	Property Name	City	Year Built / Renovated/ Expanded	Interest	Square feet of GLA	Occupancy
	Mall	Corporate Centre					
	401-405 The West Mall	Commerce West	Toronto, ON	1982 / 2009	75.0%	412,464	77.7%
Greater	Toronto Area Office					2,267,573	77.6%
Atlantic	Office						
440 Kin		Kings Place	Fredericton, NB	1974 / 2001	100.0%	298,454	75.2%
250 Kin	g Street		Fredericton, NB	2000	100.0%	80,164	100.00%
460 Two	o Nations Crossing		Fredericton, NB	2008	100.0%	50,229	100.00%
570 Que	een Street		Fredericton, NB	1989	100.0%	69,677	49.4%
644 Mai	in Street	Blue Cross Centre	Moncton, NB	1988 / 2006	100.0%	319,705	98.9%
81 Albe	rt Street		Moncton, NB	2002	100.0%	64,954	100.00%
39 King	Street <sup>(2)</sup>	Brunswick Square	Saint John, NB	1976	100.0%	515,792	52.2%
100 Nev	w Gower Street	Cabot Place	St. John's, NL	1987	100.0%	142,283	60.0%
10 Facto	ory Lane	The Johnson Building	St. John's, NL	1980	100.0%	210,863	75.5%
5 Spring	gdale Street	Fortis Place	St. John's, NL	2014	100.0%	142,973	73.0%
140 Wa	ter Street	TD Place	St. John's, NL	1980 / 2013	100.0%	108,972	48.9%
1505 Ba	arrington Street	Maritime Centre	Halifax, NS	1977 / 1985	100.0%	526,849	81.7%
84-86 C	hain Lake Drive		Halifax, NS	2008 / 2011	100.0%	77,820	75.2%
Atlantic	Office					2,608,735	74.0%
Western	n Office						
280 Bro	adway Avenue <sup>(3)</sup>		Winnipeg, MB	1957	100.0%	105,341	86.2%
114 Gar	rry Street		Winnipeg, MB	1950 / 1995	100.0%	74,246	100.0%
365 Har	grave		Winnipeg, MB	Various	100.0%	70,719	100.0%
1870 Al	bert Street	Saskatchewan Place	Regina, SK	1985	100.0%	84,862	55.7%
Wester	n Office					335,168	84.4%
Ireland	Office						
Three G Road	Sateway, East Wall	Three Gateway	Dublin, Co. Dublin	2006	100.0%	43,212	100.0%
One Ga Road	teway, East Wall	One Gateway	Dublin, Co. Dublin	2006	100.0%	51,495	0.0%

Asset Class Property Address	Property Name	City	Year Built / Renovated/ Expanded	Interest	Square feet of GLA	Occupancy
Ashtown Gate Road	Ashtown Gate Blocks B&C	Dublin, Co. Dublin	2000	100.0%	33,149	100.0%
Citywest Business Campus	Citywest Blocks E&F	Dublin, Co. Dublin	1998	100.0%	45,972	73.0%
Birch House, Millennium Park	Birch House	Naas, Co. Kildare	2006	100.0%	40,333	100.0%
Chestnut House, Millennium Park	Chestnut House	Naas, Co. Kildare	2006	100.0%	31,596	66.7%
Hazel House, Millennium Park	Hazel House	Naas, Co. Kildare	2006	100.0%	19,326	100.0%
Ash House, Millennium Park	Ash House	Naas, Co. Kildare	2006	100.0%	19,108	100.0%
Willow House, Millennium Park	Willow House	Naas, Co. Kildare	2006	100.0%	17,865	100.0%
Beech House, Millennium Park	Beech House	Naas, Co. Kildare	2006	100.0%	12,778	100.0%
Athlone Business & Technology Park	Teleflex	Athlone, Co. Westmeath	2016	100.0%	45,370	100.0%
Cork Airport Business Park	Unit 2600, Cork Airport	Cork, Co. Cork	1999	100.0%	40,827	49.6%
Mallow Business Park	Blackwater House	Mallow, Co. Cork	2000	100.0%	30,015	94.7%
Letterkenny Business & Technology Park	Optum Buildings	Letterkenny, Co. Donegal	1999 / 2007	100.0%	90,548	100.0%
Waterford Business & Technology Park	IDA Waterford Block A	Waterford, Co. Waterford	2005	100.0%	28,027	100.0%
IDA Athlone Block A, Athlone Business & Technology Park	IDA Athlone Block A	Athlone, Co. Westmeath	2009	100.0%	33,693	100.0%
IDA Athlone Blocks B & B2, Athlone Business & Technology Park	IDA Athlone Blocks B & B2	Athlone, Co. Westmeath	2009	100.0%	101,230	100.0%
IDA Athlone Block C, Athlone Business & Technology Park	IDA Athlone Block C	Athlone, Co. Westmeath	2008	100.0%	26,447	100.0%
IDA Athlone Block C - EXTENSION, Athlone Business & Technology Park	IDA Athlone Block C - EXTENSION	Athlone, Co. Westmeath	2022	100.0%	35,897	100.0%
Ireland Office					746,888	87.1%
Total Office					7,182,520	77.5%
Non-office						
Airways Industrial Estate <sup>(4)</sup>	Airways Units 7 & 8	Dublin, Co. Dublin	1979	100.0%	87,969	100.0%
Naas Enterprise Park	Unit L2 Toughers	Naas, Co. Kildare	2000	100.0%	34,494	100.0%
Coes Road	Tanola House	Dundalk, Co. Louth	2019	100.0%	86,451	100.0%

Asset Class Property Address	Property Name	City	Year Built / Renovated/ Expanded	Interest	Square feet of GLA	Occupancy
Bridge Street	Bridge Centre	Tullamore, Co., Offaly	1995	100.0%	6,238	100.0%
1450 Waverley Street	Bell MTS Data Centre	Winnipeg, MB	2015	100.0%	64,218	100.0%
200 Manitoba 10	Flin Flon Walmart	Flin Flon, MB	2002	100.0%	63,439	100.0%
Total Non-office					342,809	100.0%

Total Portfolio	7,525,329	78.5%
	, ,	

<sup>(1)</sup> Disposed on February 1, 2024. See also "General Development of the Business – Three Year History – Dispositions – 2024 Dispositions".

# **Geographic Diversification**

The REIT's portfolio is geographically diversified. As at December 31, 2023, the REIT has 28 properties located across six Canadian provinces, 3 properties in the United States and 23 properties in Ireland. The following table shows the number of properties located in each province and state, the total square footage, and the percentage of portfolio square footage in each province and state.

Province/Territory/State	Number of Assets	Total SF	Percentage of Total SF
Canada			
Manitoba	5	377,963	5.0%
New Brunswick	7	1,398,795	18.6%
Newfoundland and Labrador	4	605,091	8.1%
Nova Scotia	2	604,669	8.0%
Ontario	9	2,267,573	30.1%
Saskatchewan	1	84,862	1.1%
United States			
Illinois	3	1,224,156	16.3%
Ireland			
Dublin & Kildare	12	437,297	5.8%
Athlone & Tullamore	6	248,875	3.3%
Dundalk	1	86,451	1.2%
Cork & Waterford	3	98,869	1.3%
Letterkenny	1	90,548	1.2%

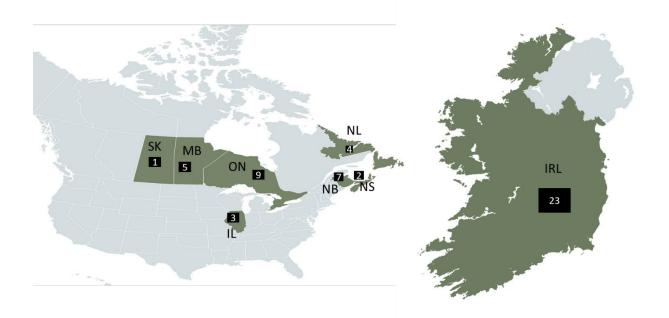
<sup>(2)</sup> Includes Delta Brunswick Hotel.

<sup>(3)</sup> Includes a seven-storey office building at 280 Broadway Avenue, a three-storey multi-family residential building located at 70 Smith Street and two parking lots located at 298-304 Broadway Avenue and 68 Smith Street; excludes the residential tenants at 70 Smith Street.

<sup>(4)</sup> Disposed of on February 28, 2024. See also "General Development of the Business – Three Year History – Dispositions – 2024 Dispositions".

Province/Territory/State	Number of Assets	Total SF	Percentage of Total SF
Total	54	7,525,329	100.0%

The following map shows the provinces and states within which the REIT's properties are located:



Note: Maps not to scale

# **Occupancy and Leasing**

The following table sets out the percentage of GLA of the REIT's properties subject to lease expirations during the periods shown:

Period	GLA (SF)	Percentage of Portfolio	Weighted Average In- place Rent (Per SF)	
Month-to-month	71,577	1.0%	\$18.84	
2024	323,098	4.9%	\$20.34	
2025	782,793	10.4%	\$18.45	
2026	323,098	4.3%	\$16.34	
2027	972,674	12.9%	\$18.68	
2028	604,537	8.0%	\$18.88	
2029	589,092	7.8%	\$17.48	
2030	750,293	10.0%	\$28.37	
2031 and Later	1,443,689	19.2%	\$18.44	
Vacant	1,618,879	21.5%		
Total/Weighted Average	7,525,329	100.00%	\$19.70	

The REIT's properties have an overall weighted occupancy of 78.5% with an average remaining lease term of 5.2 years. No more than 12.9% of the leased GLA expires in any given year from 2023 to 2031.

# **Ten Largest Tenants**

As at December 31, 2023, the ten largest tenants in the REIT's portfolio of properties, based on the current leasable area, are:

Tenant	Credit Rating <sup>(1)</sup>	GLA (SF)	Number of Locations	Percentage of Base Rent	Weighted Average Lease Term (Years)
Government of Canada	AAA	365,753	7	5.2%	3.2
CIBC	A+	324,864	3	7.8%	5.6
Province of New Brunswick	A+	290,166	4	3.4%	4.5
SNC-Lavalin Inc. (2)	BB+	239,300	3	4.0%	3.9
Blue Cross	Unrated	179,521	4	2.7%	4.4
Province of Nova Scotia	AA-	166,702	1	2.2%	4.1
Johnson Insurance	A1	156,217	1	2.6%	6.9
Bell Canada Enterprises	BBB+	136,464	4	6.3%	4.7
Government of Ireland	AA	120,649	7	3.2%	4.5
3M	BBB+	111,770	2	1.3%	9.1

Tenant	Credit Rating <sup>(1)</sup>	GLA (SF)	Number of Locations	Percentage of Base Rent	Weighted Average Lease Term (Years)
Total/Weighted Average		2,091,406		38.6%	4.8

<sup>(1)</sup> Source: DBRS, Moody's and S&P.

### **DESCRIPTION OF THE PROPERTIES**

The following is a description of the properties held by the REIT as at December 31, 2023:

# Office Properties

20 South Clark Street, Chicago, Illinois, USA

20 South Clark Street ("**South Clark**") is a 371,740 square foot, 31-storey, downtown office complex located in Chicago, Illinois. It was the REIT's first asset in the U.S. market. The property is prominently located in Chicago's downtown 'Central Loop' submarket, surrounded by the city's legal, government and financial centres. It also has unique underground walking access to Chicago's train system, providing a direct link to O'Hare International Airport, and adjacent buildings. South Clark is 76.4% occupied and leased by a number of firms.

120 South LaSalle Street, Chicago, Illinois, USA

120 South LaSalle Street ("**South LaSalle**") is a 23-storey, 655,289 square foot, vintage office building. The property is anchored by CIBC for its U.S. corporate headquarters. It is located in the heart of the Central Business District in Chicago, Illinois. Ideally situated at the southwest corner of LaSalle and Monroe Streets in Chicago's coveted Central Loop submarket, the property is within a five-minute walk of the Chicago Board of Trade, all Chicago Transit Authority (CTA) elevated and subway train lines and both Metra heavy-rail commuter train stations. The property has a historic prominence within the LaSalle Street corridor, which is known internationally as the heart of Chicago's financial district. The property also includes 183 West Monroe, a four-storey, 422 car valet parking garage, located immediately adjacent to the property. South LaSalle is 84.3% occupied.

275 North Field Drive, Lake Forest, Illinois, USA

275 North Field Drive is a four-storey, 197,257 square foot, suburban office building located Chicago's 'North Lake County' suburban submarket. Situated on 38 acres in Lake Forest's prominent Conway Park business park, 275 N Field Drive's building design promotes a collaborative workplace without compromising efficiency. The building offers an array of high-end amenities, including a floor-to-ceiling glass atrium, 10,000 square feet of conference facilities, fitness center, full-service cafeteria with seating, Starbucks kiosk, and outdoor patio with nearby walking trails. 275 North Field is 52.2% occupied and leased by Pfizer.

Woodbine Complex, 7030, 7050 & 7100 Woodbine Avenue, 55 & 85 Idema Road, Markham, Ontario.

Woodbine Complex is a 359,563 square foot suburban office/flex office complex. Woodbine Complex is situated on 12 acres and is comprised of two single-storey flex office buildings and three low to mid-rise office buildings ranging from four to nine storeys fronting Woodbine Avenue and Steeles Avenue East. Woodbine Complex is located in the Town of Markham and has a prominent and visible location at the northwest corner of Steeles Avenue East and Woodbine Avenue, just east of Highway 404. Both Steeles Avenue East and Woodbine Avenue are primary transportation routes and Highway 404 is the major north-south highway in the area with average daily traffic volume of over 250,000 vehicles. Woodbine Complex is 82.5% occupied.

<sup>(2)</sup> Includes 127,409 square feet of SNC-Lavalin Nuclear Inc.

55 Idema Road is a single-storey flex office building forming part of Woodbine Complex. The property has undergone a significant renovation and upgrade to bring it to a Class A flex office standard, including major items such as a new roof, skylights and glass curtain wall. The sole tenant of 55 Idema Road is Lenovo Canada Inc.

85 Idema Road is a single-storey flex office building forming part of Woodbine Complex. The sole tenant of 85 Idema Road is Mid-Range Computers.

Gateway Centre, 3000-3100 Steeles Ave E, Markham, Ontario

Gateway Centre is a 243,403 square foot Class A office complex comprised of two buildings, seven and eleven storeys respectively, located on the northeast corner of Steeles Avenue East and Woodbine Avenue in the Town of Markham. Situated on approximately 8 acres, the complex features excellent visibility from, and access to Highway 404, as well as comprehensive transit access. The Gateway Centre is 84.1% occupied and is anchored by Extendicare Inc. and Meyers Norris Penny LLP.

Sheridan Exchange, 2655-2695 North Sheridan Way, Mississauga, Ontario

Sheridan Exchange is a 160,178 square foot Class A office complex originally built in 1987. Sheridan Exchange is situated on 11.1 acres of land and provides convenient highway access and nearby public transit. Sheridan Exchange is 93.2% occupied and its major tenants include Mississauga Halton Local Health Integration Network, Open Text and EMD Inc. See also "General Development of the Business – Three Year History – Dispositions – 2024 Dispositions".

2285 Speakman Drive, Mississauga, Ontario

2285 Speakman Drive is a 127,419 square foot, four-storey office building located on the north side of Speakman Drive, in the Sheridan Science and Technology Park. The building is 73.5% leased to SNC-Lavalin Nuclear Inc. 2285 Speakman Drive offers large floor plates of 32,000 square feet, institutional style finishes, upgraded washrooms and a full-service kitchen and cafeteria with an exterior patio area. There are numerous amenities within a short distance of the property including restaurants, entertainment venues, shopping centres, daycares, and other services.

2599 Speakman Drive, Mississauga, Ontario

2599 Speakman Drive is a 127,782 square foot, two-storey office building located on the north side of Speakman Drive, in the Sheridan Science and Technology Park. The building offers large floor plates of approximately 60,000 square feet, 10' ceilings, and high-quality finishes. There are numerous amenities within a short distance of the property including restaurants, entertainment venues, shopping centres, daycares and other services. 2599 Speakman Drive is currently 68.8% occupied by Hatch Ltd., Element Materials, and the Government of Canada.

2251 Speakman Drive, Mississauga, Ontario

2251 Speakman Drive is a 115,580 square foot, four-storey office building located on the north side of Speakman Drive, in the Sheridan Science and Technology Park. The building was acquired on October 1, 2015 and was vacant at the time. The REIT re-developed and relocated SNC-Lavalin Nuclear Inc. to the building which now sits 100% occupied.

1189 Colonel Sam Drive, Oshawa, Ontario

1189 Colonel Sam Drive is a state-of-the-art, 103,179 square foot, three-storey office building that was originally constructed in 2001. The property is situated on 10.8 acres of land near the intersection of Farewell Street and Highway 401 in the General Motors/Beaton Industrial Park. 1189 Colonel Sam Drive is 100% occupied by Concentrix Technologies Services (Canada) Limited.

West Metro Corporate Centre, 185, 191 and 195 The West Mall, Toronto, Ontario

West Metro is a three-building complex located at 185, 191 and 195 The West Mall in Etobicoke, Ontario. The 618,003 square foot complex is 62.9% occupied by several credit-quality tenants including SNC-Lavalin and The Bank of Nova Scotia. West Metro is a prominent property along the 427 Corridor and is highly visible with excellent transit access. West Metro is the REIT's 2nd largest property and SNC-Lavalin is one of the REIT's largest tenants.

Commerce West, 401-405 The West Mall, Toronto, Ontario

Commerce West is a 412,464 square foot, suburban office complex located at 401-405 The West Mall in Etobicoke, Ontario with connectivity to the 427 Corridor. The complex includes two mid-rise office towers that are connected through a single-storey commercial corridor. Commerce West is 77.7% occupied with high quality tenants and is anchored by Parmalat and Trader Corporation.

Kings Place, 440 King Street, Fredericton, New Brunswick

Kings Place is a 298,454 square foot mixed-use office and retail complex that was constructed in 1974 and renovated in 2001. Situated at the intersection of King Street and York Street, Kings Place occupies an entire city block in the heart of Fredericton's central business district and offers over 200 parking spaces. Kings Place is 75.2% occupied and its major tenants include CIBC and the Province of New Brunswick.

250 King St, Fredericton, New Brunswick

250 King is an 80,164 square foot office building built in 2000 which is located in downtown Fredericton, New Brunswick. The property is located on the south side of King St. between Northumberland and Westmorland St. in downtown Fredericton and is near several restaurants and Kings Place. 250 King is 100.0% occupied by the Province of New Brunswick, an A+ rated credit tenant.

460 Two Nations Crossing, Fredericton, New Brunswick

460 Two Nations is a 50,229 square foot office property built in 2008 located in suburban Fredericton, New Brunswick. This property is located adjacent to the New Fredericton North Fire Hall and very close to the New NBEMS Ambulance facility. 460 Two Nations is 100.0% occupied by the Province of New Brunswick, an A+ rated credit tenant.

570 Queen Street. Fredericton. New Brunswick

570 Queen Street is a 69,677 square foot, six-storey office building that was constructed in 1989. 570 Queen Street is 49.4% occupied and its major tenant is the Government of Canada. 570 Queen Street is located in the downtown commercial node, directly adjacent to Officer's Square, a popular location for events throughout the year.

Blue Cross Centre, 644 Main Street, Moncton, New Brunswick

Blue Cross Centre is a 319,705 square foot office building that was constructed in 1988 and renovated and expanded in 2006. Blue Cross Centre is the largest and most prominent office complex in Moncton. The building is 98.9% occupied and its major tenants include Medavie Inc. and the Government of Canada.

81 Albert Street, Moncton, New Brunswick

81 Albert Street is a four-storey, 64,954 square foot office property built in 2002. The property is located downtown in Moncton, New Brunswick. 81 Albert is 100.0% occupied by government tenants including 86.1% with the Province of New Brunswick.

Brunswick Square and Delta Brunswick Hotel, 39 King Street, Saint John, New Brunswick

Brunswick Square is a 515,792 square foot mixed-use office and retail complex in Saint John, New Brunswick. Brunswick Square is 52.2% occupied. A truly integrated complex, Brunswick Square offers exceptional tenant amenities and an optimal location including an indoor connection to Market Square, the Saint John Trade and Convention Centre, Canada Games Aquatic Centre and the Saint John City Market, a national historic site. Brunswick Square also includes the Delta Brunswick Hotel. The Delta Brunswick Hotel is an approximately 221,303 square foot hotel with 250 guest rooms, 18,000 square feet of meeting space, including the 6,000 square foot "Royal Ballroom", a fitness centre, indoor pool, and approximately 730 parking spaces that are shared with Brunswick Square.

Cabot Place, 100 New Gower Street, St. John's, Newfoundland

Cabot Place is a 142,283 square foot office tower in St. John's, Newfoundland. Cabot Place is 60.0% occupied and its largest tenant is the law firm, Stewart McKelvey LLP. Located in an established and intensifying mixed-use hub in the western end of downtown St. John's, Cabot Place offers 274 underground parking stalls and direct connectivity to surrounding amenities via above-grade pedestrian walkways. Cabot Place is subject to a reciprocal easement and operating agreement with an adjacent hotel property which provides for necessary operating easements and standards of operation. This property also includes Springdale Lot, a 1.48 acre parking lot featuring an additional 140 surface parking stalls.

Johnson Building, 10 Factory Lane, St. John's, Newfoundland

Johnson Building is a 210,863 square foot, seven-storey office building that was constructed in 1980. Johnson Building is 75.5% occupied, with Johnson Insurance being its primary tenant. Johnson Building also includes a 1.52 acre outparcel located on Forest Road offering additional long-term complementary development opportunities.

Fortis Place, 5 Springdale Street, St. John's, Newfoundland

Fortis Place is a 142,973 square foot office tower in St. John's, Newfoundland. Fortis Place is 73.0% occupied and its major tenants include Deloitte LLP and Fortis Inc. Built in 2014, Fortis Place was designed to LEED standards and is the newest and best-in-class Class A office development in St. John's. Fortis Place is situated in St. John's downtown business and entertainment core with 262 surface and underground parking stalls. Fortis Place received LEED Gold certification in December 2018.

TD Place, 140 Water Street, St. John's, Newfoundland

TD Place is a 108,972 square foot office building in St. John's, Newfoundland. It is 48.9% occupied and its major tenants include KPMG and TD Bank. Located in the heart of downtown St. John's, TD Place offers 127 surface parking stalls provided through a series of surrounding outparcel properties.

Maritime Centre, 1505 Barrington Street, Halifax, Nova Scotia

Maritime Centre is a 526,849 square foot office building in Halifax, Nova Scotia. It is 81.7% occupied and its major tenants include the Province of Nova Scotia and the Government of Canada. As the largest office property in Canada east of Montreal, Maritime Centre holds a landmark position in the Halifax market. Maritime Centre is subject to a reciprocal easement and operating agreement with an adjacent hotel property which provides for necessary operating easements and standards of operation.

### 84-86 Chain Lake Drive, Halifax, Nova Scotia

84-86 Chain Lake Drive is a five-storey office building and single-storey commercial building (occupied by Starbucks) totalling 77,820 square feet. 84-86 Chain Lake Drive is located in the Bayer's Lake Business Park. Bayer's Lake is home to a large concentration of Big Box and Power Centre retail. The property is 75.2% occupied.

### 280 Broadway Avenue, Winnipeg, Manitoba

280 Broadway Avenue is a 105,341 square foot, seven-storey office building that was originally constructed in 1957. The property also includes a small 15 unit multi-family residential building located at 70 Smith Street, Winnipeg, Manitoba, as well as two parking lots located at 298-304 Broadway Avenue, Winnipeg, Manitoba and 68 Smith Street, Winnipeg, Manitoba comprising a total of 202 parking stalls. The property is situated on 1.8 acres of land and is located at the corner of Broadway and Smith Street, along the Broadway office corridor in Winnipeg's central business district. 280 Broadway Avenue is 86.2% occupied and its major tenants include the Government of Canada and the Province of Manitoba.

# 114 Garry Street, Winnipeg, Manitoba

114 Garry Street is a 74,246 square foot, two and a half-storey office building that was originally constructed in 1950 with a subsequent addition in 1995. The property is situated on 0.8 acres of land in the central business district of Winnipeg, on the west side of Garry Street between Broadway and York Avenue. 114 Garry Street is 100.0% occupied by the Province of Manitoba.

# Bell MTS Data Centre, Winnipeg, Manitoba

The Bell MTS Data Centre is a 64,218 square foot, fully leased data centre located at 1450 Waverly Street, Winnipeg, Manitoba and has been designed to meet Uptime Institute's Tier III certification. The building is fully occupied by Manitoba Telecom Services Inc. pursuant to a 15 year lease. Bell MTS Data Centre includes 25,000 square feet of raised floor to accommodate server racks and possesses an initial critical power load of 3 megawatts and connected power up to 7.5 MVA. Bell MTS Data Centre is located on a 6.43 acre site that has sufficient land to double the initial size of the data centre and its connected power amount. The REIT has not assigned any value to the potential development of Phase II expansion in its investment underwriting.

# 365 Hargrave Street, Winnipeg, Manitoba

365 Hargrave is a five-storey restored Heritage building which was originally constructed in 1922 with an addition built in 2003. The building consists of 70,719 square feet of office space. Known as the Film Exchange Building, the property is located in the downtown area of Winnipeg, in close proximity to the SHED and Portage and Main with onsite parking. The property is 100.0% leased to the Government of Canada.

# Saskatchewan Place, 1870 Albert Street, Regina, Saskatchewan

Saskatchewan Place is an 84,862 square foot, six-storey office building that was originally constructed in 1985. The property is located on the corner of 12th Avenue and Albert Street on the west side of Regina's central business district. Saskatchewan Place is 55.7% occupied and its major tenants include Saskatchewan Blue Cross and Saskatchewan Property Management Corporation.

### IDA Business Park, Letterkenny

The Optum campus at IDA Business Park, Letterkenny, comprises three buildings totalling 90,548 square feet. Two of the three buildings are leased to Optum, a subsidiary of United Health Group, on a long-term lease expiring in March 2028. The third building is leased to FinTru Ireland Ltd., a financial services

company.

### IDA Business Park, Athlone

The REIT owns four properties in the IDA Business Park, Athlone, totalling 197,267 square feet. The properties are 100% leased to institutional quality covenant life-science tenants, all of whom have undertaken significant investment in their premises.

### Blackwater House & 2600 Cork Airport, Cork

The REIT owns two office buildings in County Cork in southern Ireland totalling 70,842 square feet. The properties are 68.8% leased to a combination of government and multinational tenants.

# Units 7 & 8 Airways Business Park, Co. Dublin

This industrial building totalling 87,969 square feet was acquired as part of the Yew Grove portfolio in February 2022. It is one of the two industrial properties held by the REIT and targeted for disposition. The property is fully leased to MM Packaging Limited. See also "General Development of the Business – Three Year History – Dispositions – 2024 Dispositions".

### Blocks B & C, Ashtown Gate, Co. Dublin

The REIT owns two buildings in a wider office campus. Our properties comprise 33,149 square feet and are 100% leased, predominantly to government tenants. The building benefits from a multi-storey underground car park along with a nearby commuter-rail connection to Dublin city.

### 3022 - 3030 Lake Drive, Citywest, Co. Dublin

Blocks E & F Citywest total 45,972 square feet. The property is currently 73.0% leased, with the vacant space having undergone an extensive refurbishment in 2022 to improve its ESG credentials.

# Gateway Estate, Dublin City

The REIT owns Gateway One and Three totalling 94,707 square feet in Dublin City Centre. Building Three, which represents 45.63% of the two properties, is leased to a semi-government utility company on a lease expiring in December 2026. Gateway One is fully vacant and the REIT is exploring opportunities to upgrade or reposition the building.

# Millennium Park, Naas

The REIT owns six office buildings totalling 141,006 square feet in this suburban office campus. The Park is a sought-after location, and our properties are currently 92.5% leased.

### Unit L2, Toughers, Naas

A distribution centre measuring 34,494 square feet fully leased to DHL on a lease expiring in December 2031.

# Tanola House, Dundalk

Tanola House is a lite industrial property used for the manufacture of critical power solutions for data centres. The property measures 86,451 square feet and is fully leased to a single tenant on a long-term lease.

### Bridge Centre, Tullamore

As part of the purchase of the Yew Grove portfolio, the REIT acquired a small retail holding totalling 6,238 square feet. The units are fully leased to national tenants and pose no near-term risk.

### Block A IDA Business Park, Waterford

Block A is a 28,027 square feet office building on the outskirts of the City of Waterford. The property is fully leased having secured a new international tenant in 2023. We also successfully regeared the existing tenant, securing 10 years term certain.

# **Retail Properties**

Flin Flon Wal-Mart, 200 Manitoba 10, Flin Flon, Manitoba

Flin Flon Wal-Mart is a 63,439 square foot, free-standing single tenant retail property that was built in 2002 and is located adjacent to a Canadian Tire. The property is 100.0% occupied by Wal-Mart and is located on a 6.49-acre site off Highway #10A, which is the main commercial artery in Flin Flon.

#### **MATERIAL SUBSIDIARIES**

### Office I LP and Office II LP

Slate Office I L.P. ("Office I LP") is a limited partnership formed under the laws of the Province of Ontario and is governed by the Office I LP Limited Partnership Agreement. Slate Office II L.P. ("Office II LP") is a limited partnership formed under the laws of the Province of Ontario and is governed by the Office II LP Limited Partnership Agreement. The general partner of each of Office I LP and Office II LP is Slate Office GP Inc. ("Office GP"), a company incorporated under the laws of the Province of Ontario, which is whollyowned by the REIT. The limited partners of each of Office I LP and Office II LP are the REIT and the Manager.

# Partnership Units

Office I LP has outstanding a general partner interest held by Office GP, 5,882,662 Office I LP Class A LP Units, all of which are held by the REIT, and 2,977,132 Office I LP Class B LP Units, all of which are held by the Manager.

Office II LP has outstanding a general partner interest held by Office GP, 27,943,631 Office II LP Class A LP Units, all of which are held by the REIT, and 2,308,028 Office II LP Class B LP Units, all of which are held by the Manager.

The Class B LP Units are, in all material respects, economically equivalent to the Units on a per unit basis. Under each Limited Partnership Agreement, the Class B LP Units are exchangeable on a one-for-one basis for Units (subject to adjustments) at any time at the option of their holder, unless the exchange would jeopardize the REIT's status as a "mutual fund trust" under the Tax Act. In addition, each of Office I LP and Office II LP is entitled to require the redemption of the Class B LP Units in certain specified circumstances. Class B LP Units of Office I LP are not transferable, and the Manager has agreed not to take any action that would result in: (i) the Class B LP Units being held by a Non-Resident; or (ii) Office I LP or Office II LP failing to qualify as an "excluded subsidiary entity" for purposes of the SIFT Legislation.

Each Limited Partnership Agreement provides that taxable income of Office I LP or Office II LP will, to the extent possible, be allocated to the Manager in amounts approximating what would be realized by it if it held its interest in the REIT in Units rather than by holding Class B LP Units. The remaining taxable income of Office I LP and Office II LP will be allocated to the REIT and Office GP in accordance with their respective partnership interests in Office I LP or Office II LP. Losses of Office I LP and Office II LP will be allocated under

a similar methodology.

Except as required by law and in certain specified circumstances in which the rights of a holder of Class B LP Units are affected, holders of Class B LP Units are not entitled to vote at any meeting of the holders of LP Units.

Holders of Class A LP Units are entitled to notice of, and to attend and vote at, all meetings of holders of Class A LP Units. No Class A LP Units will be issued to or held by Non-Residents.

The business and affairs of each of Office I LP and Office II LP are managed and controlled exclusively by Office GP, which is bound by the investment guidelines and operating policies applicable to the REIT.

### Slate Office US

Slate Office US is a corporation formed under the laws of the State of Delaware and indirectly holds the REIT's U.S. properties. Slate Office US has 1,000 shares of common stock outstanding all of which are held by the REIT.

### **Slate Office Investment Holdings**

Slate Office Investment Holdings Inc. ("Slate Office Investment Holdings") is a corporation formed under the laws of the Province of Ontario and it holds all of the issued and outstanding shares in the capital of Slate IrishCo (as defined below). Slate Office Investment Holdings has 1 common share outstanding, which is held by the REIT.

### Slate IrishCo

Slate Office Ireland Investment Limited ("**Slate IrishCo**") is a private company limited by shares formed under the laws of Ireland and it holds all of the issued and outstanding shares in the capital of Slate Office YG (as defined below). Slate IrishCo has 100 ordinary shares outstanding, all of which are held by Slate Office Investment Holdings.

### Slate Office Ireland YG Limited

Slate Office Ireland YG Limited is a private company limited by shares formed under the laws of Ireland and it indirectly holds the REIT's Irish properties. Slate Office Ireland YG Limited has 125,682,558 ordinary shares outstanding, all of which are held by Slate IrishCo.

### **RISK FACTORS**

The occurrence of any of the following risks could materially and adversely affect the REIT's investments, prospects, cash flows, results of operations or financial condition, as well as the REIT's ability to resume making cash distributions to Unitholders. In that event, the value of the Units could decline and investors may lose all or part of their investment. Although the REIT believes that the risk factors described below are the most material risks that the REIT could face, they are not the only risks. Additional risk factors not presently known or that are currently believed to be immaterial could also materially adversely affect investments, prospects, cash flows, results of operations or financial condition, as well as the REIT's ability to resume making cash distributions to Unitholders and adversely affect the value of the Units.

# Risk Factors Related to the Real Estate Industry

Real Property Ownership and Tenant Risks

The REIT owns its properties and may acquire interests in other real property. All real property investments are subject to elements of risk. By specializing in particular types of real estate, the REIT is exposed to

adverse effects on those segments of the real estate market. In addition, approximately 46.5% of the total GLA is located in Ontario and Chicago. As a result, the REIT is impacted by factors affecting the real estate markets in Ontario and Chicago specifically and the Ontario and Chicago economies generally. These factors may differ from those affecting other regions of North America and Ireland. If conditions in Ontario or Chicago were to decline relative to conditions in other regions, this could more adversely impact the REIT's revenues and results of operations.

The value of real property and any improvements thereto depends on the credit and financial stability of tenants, and on the vacancy rates of the properties. AFFO will be adversely affected if a significant number of tenants are unable to meet their lease obligations or if a significant amount of space in the REIT's portfolio becomes vacant in a short space of time and cannot be leased on economically favourable terms.

The REIT's properties generate income through rent payments made by the REIT's tenants. Ahead of the expiry of any lease, before the tenant declares their intentions, there can be no certainty that the lease will be renewed or the tenant replaced. The terms of any subsequent lease may be less favourable to the REIT than the existing lease. In the event of default by a tenant, the landlord may experience delays or limitations in enforcing rights as lessor resulting in substantial costs to protect the REIT's investment. Furthermore, at any time, a tenant of any of the properties in which the REIT has an interest may seek the protection of bankruptcy, insolvency or similar laws that could result in the disclaimer and termination of such tenant's lease, any of which events could have an adverse effect on the REIT's financial condition and results of operations. The ability to rent unleased space in the properties in which the REIT has an interest can be affected by many factors, including general economic conditions, local real estate markets, changing demographics, shifting consumer preferences towards e-commerce, supply and demand for leased premises, competition from other available premises and various other factors, many of which are beyond the REIT's control.

#### Fixed Costs

The failure to rent vacant space on a timely basis or at all would likely have an adverse effect on the REIT's financial condition and results of operation. Certain significant expenditures, including property taxes, ground rent, maintenance costs, utility costs, mortgage payments, insurance costs and related charges must be made throughout the period of ownership of real property regardless of whether a property is producing any income. If the REIT is unable to meet mortgage payments on any property, losses could be sustained as a result of the mortgagee's exercise of its rights of foreclosure or sale or the landlord's exercise of remedies. Costs may also be incurred in making improvements or repairs to property required by a new tenant and rental income may be lost as a result of any prolonged delay in attracting suitable occupants to the vacant space.

# Competition

The real estate business is competitive. Numerous other developers, managers and owners of industrial, office and retail properties will compete with the REIT in seeking tenants, which may include the development of new office buildings increasing the supply of competitive space available. Some of the properties located in the same markets as the REIT's properties are newer and better positioned than those of the REIT. Some competing property owners may be better capitalized or have greater financial strength and hence better able to withstand an economic downturn. The presence of developers, managers and owners in such markets and competition for the REIT's tenants could have a negative effect on the REIT's ability to lease space in its properties in such markets and on the rents charged or concessions granted, which could have an adverse effect on the REIT's financial condition and results of operation.

Competition for acquisitions of real properties can be intense and some competitors may have the ability or inclination to acquire properties at a higher price or on terms less favourable than those that the REIT may be prepared to accept. An increase in the availability of investment funds, an increase in desirability of real property investments or a decrease in interest rates will tend to increase competition for real property investments, thereby increasing purchase prices and reducing the yield thereon.

### Economic Environment

Continued concerns about the economy, including uncertainty of the effects of inflation, deflation or stagflation, changes in interest rates, the systemic impact of increased unemployment, volatile energy costs, geopolitical issues, the availability and cost of credit, the Canadian, European, and U.S. mortgage markets and distressed commercial real estate markets have contributed to increased market volatility and weakened business and consumer confidence. This difficult operating environment could increase the REIT's operating and carrying costs and adversely affect the REIT's ability to generate revenues, thereby reducing its operating income and earnings. It could also have an adverse impact on the ability of the REIT's tenants and operators to maintain occupancy rates in the REIT's properties, which could harm the REIT's financial condition. If any of these economic conditions are prevalent, the REIT's tenants and operators may be unable to meet their rental payments and other obligations due to the REIT, which could have a material adverse effect on the REIT.

### Reduced Demand for Office Real Estate

The COVID-19 pandemic and the corresponding responses by government and private companies have and may continue to materially affect the REIT. Changes to work arrangements, including changes from working in office to work from home arrangements, and a reduction in visitor traffic in the regions where our properties are located, have and may continue to have a negative impact on the demand by tenants for office and workspace real estate. These factors have also negatively affected certain revenue streams. The duration and scope of these factors will depend on future developments, which are highly uncertain and cannot be predicted, including the effects of new strains of COVID-19 or of any other pandemic or epidemic, the stability of the economies where our properties are located, local market conditions and other factors. It is uncertain whether tenant demand for commercial or office real estate and visitor traffic in the areas where our properties are located, will recover or surpass pre-COVID-19 levels. Accordingly, the REIT's operations and financial condition could be material and adversely affected to the extent that reduced tenant demand is prolonged or becomes more severe.

# Regulation

The REIT is subject to laws and regulations governing the ownership and leasing of real property, environmental matters, taxes and other matters. It is possible that future changes in applicable national, federal, provincial, state, local or common laws or regulations or changes in their enforcement or regulatory interpretation could result in changes in the legal requirements affecting the REIT (including with retroactive effect). Any changes in the laws to which the REIT is subject could materially adversely affect the rights and title to the REIT's properties. It is not possible to predict whether there will be any future changes in the regulatory regimes to which the REIT is subject or the effect of any such change on its investments.

# Risk Factors Related to the Business of the REIT - Financing, Access to Capital and Liquidity

# **Existing Borrowings**

The REIT's borrowings provided by its revolving facility and other debt, including mortgages, require compliance with covenants. If such covenants are breached, it could lead to lenders demanding repayment or reduced availability of drawings to the REIT, and a material adverse impact on the ability of the REIT to obtain additional debt financing and to react to changes in economic or industry conditions. For example, the REIT's credit facilities contain covenants, certain of which require the REIT to maintain certain financial ratios on a consolidated basis and to meet certain conditions. Additionally, certain of the REIT's debt, including the REIT's revolving credit facility, include cross default provisions, generally for defaults on debt in excess of \$5 million.

During the year ended December 31, 2023, the REIT amended its debt agreements with certain of its lenders to modify certain covenants, including financial leverage and debt service coverage covenants. These amendments are temporary and in addition, the overall commitment level will decrease in scheduled intervals.

As a result, the REIT is required to significantly reduce financial leverage to comply with such future covenants and restrictions or obtain additional amendments or waivers within the next twelve months.

Additionally, changes in interest rates driven by central banks in Canada, the U.S. and Europe seeking to reduce inflationary pressures and the broad market sentiment towards the office sector as a whole have reduced the availability of and increased the cost of financing which gives rise to the risk of the REIT not being able to service its debt costs. The REIT has \$460.8 million of borrowings that mature in the next twelve months and beyond that may be affected by these factors.

In addition to risks associated with covenant obligations, there can be no assurance that the REIT will continue to generate sufficient cash flow from operations to meet required interest and principal payments on its outstanding debt. If the REIT is unable to meet interest or principal payments, it could be required to seek renegotiation of such payments or obtain additional equity, debt or other financing. The failure of the REIT to make or renegotiate interest or principal payments or obtain additional equity, debt or other financing could adversely materially impact the REIT's financial condition and results of operations.

The REIT has undertaken various actions in order to increase liquidity and reduce its financial leverage and borrowings. These actions include, the Value Preservation Plan, the Portfolio Realignment Plan and working with lenders to provide additional flexibility and liquidity to the REIT. Although the REIT expects the Portfolio Realignment Plan to raise capital to decease borrowings and the REIT continues to proactively work with its lenders to achieve positive outcomes, there is a risk that future covenant violations will result in lenders demanding repayment of such borrowings.

### Interest Rates

Until such time as the REIT fixes the interest rate on all or a portion of its indebtedness, borrowings under the REIT's credit facilities bear interest at variable rates and expose the REIT to interest rate risk. If interest rates were to increase, the REIT's debt service obligations on the variable rate indebtedness would increase even though the amount borrowed remained the same and the REIT's net income and cash flows will correspondingly decrease. The ability to fix the interest rate of the REIT's borrowings may not be available at a commercially acceptable cost or could result in a higher cost of borrowing.

Interest rate risk is the risk that changes in market interest rates may have an effect on the cash flows or fair values of the REIT's financial instruments. Increased interest rates could significantly affect the REIT's ability to meet its financial obligations. Interest rate cash flow risk is mitigated by the REIT by having a portion of its mortgages on fixed term arrangements. The REIT also utilizes interest rate swaps and derivatives to fix interest rates on its floating rate debt.

The REIT currently does, and may in the future, enter into interest rate hedging arrangements or financial instruments, or refinance certain mortgages prior to their maturity, for the purpose of managing the REIT's exposure to interest rate volatility. Such activities may not prove successful in managing the REIT's exposure to such volatility. Market changes, among other things, may cause hedging arrangements or financial instruments to not perform as intended or to fail to mitigate all or part of the underlying risk. In addition, although the REIT enters into such hedging arrangements and financial instruments with financially sound counterparties in order to mitigate the risk that the counterparty may fail to honour its obligations, the risk of such failure by a counterparty cannot be mitigated completely. Further, such hedging activities may subject the REIT to additional costs, such as transaction fees or breakage costs, if these arrangements are terminated, and the REIT will also be subject to fees in respect of the early refinancing of mortgages.

### Access to Capital

The real estate industry is highly capital intensive. The REIT will require access to capital to maintain its properties, as well as to fund its strategy and significant capital expenditures from time to time. There can be no assurances that the REIT will have access to sufficient capital or access to capital on terms favourable to the REIT for future property acquisitions, financing or refinancing of properties, funding operating expenses

or other purposes. For example, the REIT is subject to the risks associated with debt financing, including the risk that mortgages and banking facilities secured by the REIT's properties will not be able to be refinanced or that the terms of such refinancing will not be as favourable as the terms of existing indebtedness, which may reduce AFFO. Failure by the REIT to access required capital could materially adversely impact the REIT's financial condition and results of operations.

In addition to the risks associated with the REIT's ability to access capital, the success of the REIT's Portfolio Realignment Plan may depend on the ability of prospective purchasers to obtain access to capital. If prospective purchasers are not able to obtain capital, or are not able to obtain capital on favourable terms or terms otherwise acceptable to them, the REIT will face constraints on its ability to execute on its Portfolio Realignment Plan, including constraints related to a limited pool of qualified buyers, the ability to dispose of larger properties and the ability to dispose of a portfolio of properties.

# Value Preservation Plan and Portfolio Realignment Plan

The Value Preservation Plan intends to provide the REIT with the flexibility and capital to further strengthen its core business, including growing operating cash flow and surfacing value. In addition, the Portfolio Realignment Plan intends to reposition the REIT's portfolio for long-term stability and performance by improving the REIT's liquidity, strengthening its balance sheet through reduced debt, and improving portfolio composition.

There can be no assurance regarding the overall success or effectiveness of either plan. External factors beyond the REIT's control including, but not limited to, interest rate environments, access to capital and the current macroeconomic and office environments as well as local market conditions may influence the overall success of one or both plans and the ability to effect the plans intended objectives. This may in turn influence the short-term or long-term performance of the REIT's portfolio and overall financial condition. Additionally, by selling certain of its properties under its Portfolio Realignment Plan, the REIT may be required to dispose of properties at amounts less than the estimated fair value at December 31, 2023. This difference could be material, especially in instances where there is limited purchaser interest or limited or no financing available for potential purchasers.

### Liquidity

Real property investments tend to be relatively illiquid, with the degree of liquidity generally fluctuating in relation to demand for and the perceived desirability of such investments. Such illiquidity may limit the REIT's ability to realign its portfolio quickly in response to changing economic or investment conditions. If the REIT were to be required to liquidate its real property investments in a short timeframe, there is a risk the proceeds realized by the REIT from such sale might be significantly less than the aggregate carrying value of such properties which could have a material adverse effect on the REIT's financial condition and results of operation.

In addition, although the REIT will continue to seek to dispose of certain investment properties, to refinance existing maturing debt and in certain cases to amend the terms of existing borrowings, the REIT may not be able to complete such dispositions or financing activities on terms and conditions acceptable to the REIT, or at all, which would have a material adverse material effect on the REIT's liquidity.

### Risk Factors Related to the Business of the REIT - Other

### Acquisition and Integration of Additional Properties

Growth through identifying and securing suitable acquisition opportunities and effectively operating and leasing such properties may not be achievable. If the REIT is unable to manage its growth effectively, it could adversely impact the REIT's financial condition and results of operations. There can be no assurance of growth through property acquisitions or that the REIT will be able to acquire assets on terms that meet its investment criteria or on an accretive basis, and as such there can be no assurance that distributions to

Unitholders will be reinstated in the future.

Acquisitions may be subject to unknown, unexpected or undisclosed liabilities which could have a material adverse impact on the operations and financial results of the REIT. Such liabilities may relate to the clean-up of undisclosed environmental contamination, claims by tenants, vendors or other persons dealing with the former owners of the REIT's properties and claims for indemnification by members, directors, officers and others indemnified by the former owners of the REIT's properties. Representations and warranties given by third parties to the REIT may not adequately protect against these liabilities and any recourse against third parties may be limited by the financial capacity of such third parties.

Moreover, acquired properties may not meet expectations of operational or financial performance due to unexpected costs associated with developing an acquired property, as well as the general investment risks inherent in any real estate investment. The REIT cannot assure Unitholders that it will be able to successfully integrate acquired properties without operating disruptions or unanticipated costs. As the REIT acquires additional properties, the REIT will be subject to risks associated with integrating and managing new properties, including tenant lease-up and retention and mortgage default. In addition, acquisitions may cause disruptions in the REIT's operations and divert management's attention away from day-to-day operations. Furthermore, the REIT's profitability may suffer because of acquisition-related costs or amortization costs for acquired intangible assets. The REIT's failure to successfully integrate any future properties could have an adverse effect on the REIT's operating costs and its ability to generate stable positive cash flow from its operations.

### Disposition of Non-Core Assets

In connection with the REIT's Portfolio Realignment Plan, the REIT will periodically and as appropriate identify non-core assets for disposal. If the REIT is unable to dispose of such assets due to outside market influences such as rising interest rates, these assets may have a disproportionate impact on the REIT's financial condition and results of operation. Changes in local market conditions may also impact the classification of certain assets and the misclassification of certain assets could impact the overall financial performance of the REIT.

### Restrictions on Indebtedness

The Declaration of Trust and investment guidelines provide additional restrictive covenants on the REIT's indebtedness that may limit management's discretion respecting certain business matters.

# Unitholder Engagement

In recent years, public issuers have increasingly been subject to heightened engagement or demands from securityholders advocating for changes to corporate governance, capital allocation or operational practices or issuers' strategic plans or direction. There can be no assurance that one or more of the REIT's current or future investors will not publicly advocate for the REIT to change such practices.

Responding to requests or demands made by engaged Unitholders can be costly and time-consuming, could have a negative impact on the REIT's reputation, and could divert the attention and resources of the Board, management and employees. Such developments may also cause disruption to the REIT's leadership, governance and strategic direction, all of which could adversely affect or undermine the REIT's ability to execute on its real estate strategy, have an adverse impact on its business, operations, financial condition, results of operation and cash flows and may increase volatility in the market price and trading volume of Units.

### Environmental Matters

Environmental legislation and regulations have become increasingly important in recent years. As an owner of interests in real property in Canada, Europe and the United States, the REIT will be subject to various Canadian, Irish and United States federal, provincial, state and municipal laws relating to environmental

matters and potentially in other European domiciles. Such laws provide that the REIT could be, or become, liable for environmental harm, damage or costs, including with respect to the release of hazardous, toxic or other regulated substances into the environment, and the removal or other remediation of hazardous, toxic or other regulated substances that may be present at or under its properties. Furthermore, liability may be incurred by the REIT with respect to the release of such substances from the REIT's properties via soil. water, air or other contamination to properties owned by third parties, including properties adjacent to the REIT's properties. The discovery of any such pollution on the sites and/or in the buildings, particularly in connection with the lease or sale of properties or borrowing using the real estate as security, could trigger claims for rent reductions or termination of leases for cause, for damages and other breach of warranty claims against the REIT. The remediation of any pollution and the related additional measures the REIT would have to undertake could have a materially adverse effect on the REIT and could involve considerable additional costs that the REIT may have to bear. The REIT will also be exposed to the risk that recourse against the polluter or the previous owners of the properties might not be possible, for example, because they cannot be identified, no longer exist or have become insolvent. Moreover, the existence or even the mere suspicion of the existence of ground contamination, hazardous materials or other residual pollution can materially adversely affect the REIT's ability to sell such property, realize the full value of such property or borrow using such property as collateral security, and could potentially result in claims against the REIT by public or private parties by way of civil action.

The REIT's operating policy is to obtain a Phase I environmental site assessment ("**ESA**"), conducted by an independent and experienced environmental consultant, prior to acquiring a property and to have Phase II ESA work completed where recommended in a Phase I ESA. Although such ESAs can provide the REIT with some level of assurance about the condition of property, the REIT may become subject to liability for undetected contamination or other environmental conditions at its properties against which the REIT cannot insure, or against which the REIT may elect not to insure, which could negatively impact the REIT's financial condition and results of operations.

Pursuant to the Phase I ESA reports that were completed in connection with the IPO, certain management plans were recommended for each of the Initial Properties and Phase II ESAs were recommended for eleven of the Initial Properties. For three of these properties, the Phase II ESAs and/or the environmental reports identified the need to develop a remediation action plan ("RAP") and/or a risk management plan. The Phase II ESAs for three of the properties identified the presence of chlorinated solvents, free-phase products and/or elevated concentrations of petroleum hydrocarbons and/or benzene, toluene, ethylbenzene and xylene and recommended that further work and analysis be undertaken. As a result of this additional analysis, the detailed screening level evaluations of human health and ecological risks related to chemical concentrations in soil and/or groundwater identified certain potential unacceptable health and ecological risks under existing conditions. However, the independent environmental consultant concluded that, provided the measures identified in the RAPs, the recommended risk management plans and in the environmental reports are put in place, the impacts do not pose undue ecological or human health risks and that there are no material concerns to off-site water bodies or off-site residential properties. The independent environmental consultant has developed risk management plans, which involve conducting indoor air quality testing, implementing suitable measures to improve air quality and regular indoor air quality and groundwater monitoring at the properties, which the Manager has implemented. Removal of free-phase products from the groundwater and the implementation of a monitoring program were also recommended as were the remediation, installation of extraction wells, and continued groundwater quality monitoring, which the Manager has also implemented. Depending on the outcomes of these monitoring programs, it is possible that the REIT may be required to conduct further remediation activities (including soil and groundwater remediation) in the future. In addition, there is no assurance that the chemicals, contaminants, substances and/or products identified above have not migrated offsite, including to neighbouring properties and off-site water bodies. No claims were made by the REIT against the Manager pursuant to the indemnity. As a result, the existence of any material environmental issues could have a material adverse effect on the business, financial condition or results of the REIT.

Although the REIT is not aware of any material non-compliance with environmental laws at any of its properties and is not aware of any pending or threatened investigations or actions by environmental regulatory authorities in connection with any of its properties, there is no assurance that this will continue to be the case.

The REIT has implemented policies and procedures to assess, manage and monitor environmental conditions at its properties to mitigate exposure to liability including the completion of asbestos surveys. The REIT will not be covered by environmental liability insurance, since insurance premium costs associated with insuring against environmental risks (including liability for pollution) or other hazards resulting from the nature of the REIT's business are considered by management to be disproportionate to the assessed risk. The absence of environmental insurance coverage could have an adverse impact on the REIT's future cash flows, earnings, results of operations and financial condition.

The REIT will make the necessary capital and operating expenditures to comply with environmental laws and address any material environmental issues. Such costs relating to environmental matters may have a material adverse effect on the REIT's business, financial condition or results of operation. However, environmental laws can change and the REIT may become subject to even more stringent environmental laws in the future, with increased enforcement of laws by the government. Compliance with more stringent environmental laws, which may be more rigorously enforced, the identification of currently unknown environmental issues or an increase in the costs required to address a currently known condition may have an adverse effect on the REIT's financial condition and results of operation.

# Single Tenant Properties

1,142,285 square feet of GLA of the properties, or 15.2%, is occupied by single tenants. In the event that those tenants were to terminate their tenancies or become insolvent, the REIT's financial results would be materially adversely affected. Until such a time that the REIT is in a position to acquire more assets and further diversify its tenant base, the REIT will take certain steps to mitigate any credit risk by closely monitoring its tenants' compliance with the terms of their respective leases and to report any issues as soon as they are identified.

## Same Management Group for Various Slate Entities

Due to the fact that Slate and its affiliates manage other investment portfolios and realty trusts in similar asset classes, there is a risk that conflicts may arise regarding the allocation of tenants amongst the various Slate managed entities. Slate or its affiliates may acquire properties for other investment portfolios or realty trusts in the future. In such circumstances, there is a risk that conflicts may arise regarding the allocation of properties among the various Slate managed entities.

### Potential Conflicts of Interest

The Trustees and executive officers will, from time to time, in their individual capacities, deal with parties or Persons with whom the REIT may be dealing or may be seeking investments similar to those desired by the REIT. This includes certain Trustees and executive officers who sit as directors and officers of other parties or Persons. The interest of these parties or Persons could conflict with those of the REIT. The Declaration of Trust contains conflict of interest provisions requiring the Trustees to disclose their interests in certain contracts and transactions and to refrain from voting on those matters. See "Conflicts of Interest".

Conflicts may exist due to the fact that certain Trustees will be affiliated with Slate. The REIT, Slate and its affiliates will enter into certain arrangements, including those relating to the Management Agreement and ROFO Agreement. Slate and its affiliates are engaged in a wide variety of real estate activities. The REIT may become involved in transactions that conflict with the interests of the foregoing.

## General Insured and Uninsured Risks

The business carried on by the REIT entails an inherent risk of liability. The REIT expects that from time to time it may be subject to lawsuits as a result of the nature of its business. The REIT carries comprehensive general liability, property, boiler and machinery, fire, flood, extended coverage, rental loss insurance and other similar coverages with customary policy specifications, limits and deductibles. The REIT holds insurance for earthquake, hurricane and other natural disaster risks (including those caused by the effects

of climate change), subject to certain policy limits and deductibles, and will continue to carry such insurance if it is economical to do so. There can be no assurance, however, that claims in excess of the insurance coverage or claims not covered by the insurance coverage will not arise or that the liability coverage will continue to be available on acceptable terms. A successful claim against the REIT not covered by, or in excess of, the REIT's insurance could have a material adverse effect on the REIT's business, operating results and financial condition. Claims against the REIT, regardless of their merit or eventual outcome, also may have a material adverse effect on the ability of the REIT to attract tenants or expand their businesses, and will require management to devote time to matters unrelated to the operation of the business.

As a general matter, the REIT carries title insurance on its properties but will not necessarily carry title insurance for all of its real estate assets. If a title defect is identified on any of the REIT's properties where no title insurance is held or a loss exceeds the title insurance policy limits, the REIT could lose all or part of its investment in, and anticipated profits and cash flows from the affected property.

## Reliance on Key Personnel

The management and governance of the REIT depends on the services of certain key personnel, including officers of the Manager, management and the Trustees. The loss of the services of any key personnel could have a material adverse effect on the REIT and materially adversely impact the REIT's financial condition and results of operations.

# Reliance on Property Management

The REIT may rely upon independent management companies to perform property management functions in respect of each of the properties it owns. To the extent the REIT relies upon such management companies, the employees of such management companies will devote as much of their time to the management of the REIT's properties as in their judgement is reasonably required and may have conflicts of interest in allocating management time, services and functions among the properties and their other development, investment and/or management activities.

## Contract Enforceability

From time to time, the REIT may enter into contracts with third parties in the ordinary course of its business. These contracts may include representations and warranties in favour of the REIT respecting certain matters including indemnities. If there is a breach of such representations and warranties or if there is a circumstance whereby such third party would be in a position to indemnify the REIT, there can be no assurance that the REIT will be fully protected. The REIT may be unsuccessful in enforcing an indemnity contained in an agreement with a third party or the indemnity may be insufficient to fully indemnify the REIT from claims made by a third party. The REIT may also become subject to material undisclosed liability to third parties. In such circumstances, the REIT's financial condition and results of operation could be negatively impacted and the amount of cash available for distribution to Unitholders may decrease.

## Limit on Activities

In order to maintain its status as a "mutual fund trust" under the Tax Act, the REIT cannot carry on most active business activities and is limited in the types of investments it may make. The Declaration of Trust contains restrictions to this effect.

## Occupancy by Tenants

Although many of the REIT's leases contain a provision requiring tenants to maintain continuous occupancy of leased premises, there can be no assurance that such tenants will continue to occupy their premises. Certain tenants have a right to terminate their leases upon payment of a penalty but others are not required to pay any penalty associated with an early termination. There can be no assurance that tenants will continue their activities and continue occupancy of the premises. Any cessation of occupancy by tenants

may have an adverse effect on the REIT and could adversely impact the REIT's financial condition and results of operations.

Forecasted Occupancy Rates and Revenues in Excess of Historical Occupancy Rates and Revenues

Historical occupancy rates and revenues are not necessarily an accurate prediction of the future occupancy rates for the REIT's properties or revenues to be derived therefrom. There can be no assurance that, upon the expiry or termination of the leases currently in effect, the average occupancy rates and revenues will be the same as, or higher than, historical occupancy rates and revenues.

### Lease Renewals and Rental Increases

Expiries of leases across the REIT's portfolio, including those of significant tenants, will occur from time to time over the short and long-term. No assurance can be provided that the REIT will be able to renew any or all of the leases upon their expiration or that rental rate increases will be achieved upon any such renewals. The failure to renew leases or achieve rental rate increases may adversely impact the REIT's financial condition and results of operations.

## External Management Arrangements

The REIT relies on the Manager to act as asset and property manager of its properties. Consequently, the REIT's ability to achieve its investment objectives depends in large part on the Manager. This means that the REIT's investments are dependent upon the Manager's business contacts and the Manager's ability to successfully hire, train, supervise and manage its personnel and its ability to maintain its operating systems. If the REIT were to lose the services provided by the Manager or its key personnel, the REIT's investments and prospects may significantly decline. The REIT may be unable to duplicate the quality and depth of management available to it by becoming a self-managed company or by hiring another asset manager. Investors should not purchase any Unit unless they are prepared to rely on the Trustees, Executive Officers and the Manager.

Although the Management Agreement provides that the Manager will automatically be re-engaged at the expiration of each term (subject to certain termination provisions), the Manager has the right, at any time, but upon 180 days' notice, to terminate the Management Agreement for any reason. The Management Agreement may also be terminated in other circumstances, such as upon the occurrence of an event of default within the meaning of such agreement. Accordingly, there can be no assurance that the Manager will continue to be the REIT's manager. If the Manager should cease for whatever reason to be the REIT's manager, the cost of obtaining substitute services may be different than the fees the REIT will pay the Manager under the Management Agreement, and this may materially adversely affect the REIT's ability to meet its objectives and execute its strategy.

## Controls over Financial Reporting

The REIT maintains information systems, procedures and controls to ensure all information disclosed externally is as complete, reliable and timely as possible. Such internal controls over financial reporting are designed to provide reasonable assurance regarding the reliability of financial reporting and the preparation of the financial statements for external purposes in accordance with IFRS.

Because of the inherent limitations in all control systems, including well-designed and operated systems, no control system can provide complete assurance that the objectives of the control system will be met. Furthermore, no evaluation of controls can provide absolute assurance that all control issues, including instances of fraud, if any, will be detected or prevented. These inherent limitations include the possibility that management's assumptions and judgments may ultimately prove to be incorrect under varying conditions and circumstances and the impact of isolated errors.

Additionally, controls may be circumvented by the unauthorized acts of individuals, by collusion of two or more people, or by management override. The design of any system of controls is also based in part upon certain assumptions about the likelihood of future events, and there can be no assurance that any design will succeed in achieving its stated goals under all potential conditions.

## Asset Class Diversification

The REIT's investments are not widely diversified by asset class. All or substantially all of the REIT's investments, including the REIT's properties, are expected to be in high quality offices or workplace buildings. A lack of asset class diversification increases risk because offices or workplace properties are subject to its own set of risks, such as vacancies, rising operating costs and a shift to more flexible work arrangements including work from home arrangements. Specifically, shifting toward more flexible work arrangements may result in a decrease in the demand for physical office space by tenants. The failure of the REIT to adapt to changes in the office landscape, including finding new tenants to replace any lost income stream from existing tenants that reduce the amount of physical space they lease from the REIT could adversely affect the REIT's financial performance.

# Risks Relating to the REIT's Strategic Objectives

The REIT is positioned as a pure play office REIT. By specializing in a particular type of real estate, the REIT is exposed to adverse effects on that segment of the real estate market. As a result, the REIT is exposed to the office property market segment and any adverse effects experienced by that market segment in particular. The REIT intends to divest its existing retail and industrial portfolios in a disciplined and orderly fashion to maximize Unitholder value, however the timing of such divestitures is uncertain and there is no guarantee that the REIT will be able to find purchasers for these properties or be successful in its efforts to maximize Unitholder value in connection with such divestitures. While the REIT intends to primarily invest in office properties, the REIT may continue to hold properties in other segments of the real estate market in certain circumstances where it deems appropriate.

## Security of Information Technology

The REIT requires segregation and protection of its information, including security over tenant lease details, employee information, financial records and operational data ("Confidential Information"). Some of this Confidential Information is held and managed by third-party service providers, including the Manager. Any failure in data security or any system vulnerability (internal or external) could result in harm to the reputation or competitive position of the REIT. To reduce the level of vulnerability, the REIT monitors its third-party service providers, including the Manager, in cases where such third-parties have implemented security measures, including monitoring and testing, maintenance of protective systems and contingency plans, to protect and to prevent unauthorized access of Confidential Information and to reduce the likelihood of disruptions to its information technology systems.

Despite these measures, all of the REIT's information systems on which it relies or which are maintained by third-parties and the Manager, including its back-up systems and any third-party service provider systems that it employs, are vulnerable to damage, interruption, disability or failures due to a variety of reasons, including physical theft, fire, power loss, computer and telecommunication failures or other catastrophic events, as well as from internal and external security breaches, denial of service attacks, viruses, worms and other known or unknown disruptive events. These types of privacy and information security risks have generally increased in recent years as a result of the proliferation of new technologies, such as ransomware, and the increased sophistication and activities of perpetrators of cyber-attacks.

The REIT or its third-party service providers may be unable to anticipate, implement adequate preventative measures, timely identify or appropriately respond to one or more of the rapidly evolving and increasingly sophisticated means by which computer hackers, cyber terrorists and others may attempt to breach the REIT's security measures or those of our third-party service providers' information systems.

As cyber threats evolve and become more difficult to detect and successfully defend against, one or more cyber threats might defeat security measures in place and result in unauthorized parties gaining access to Confidential Information. Moreover, human error or malfeasance, faulty password management or other irregularities may result in a breach of security measures, which could result in a breach of Confidential Information.

The REIT depends on information technology systems for its day-to-day operations. If the REIT does not allocate and effectively manage the resources necessary to build and sustain a reliable information technology infrastructure, fails to timely identify or appropriately respond to cybersecurity incidents, or the information systems relied on by the REIT are damaged, destroyed, shut down, interrupted or cease to function properly, the REIT's business could be disrupted and the REIT could, among other things, be subject to: the loss of or failure to attract new tenants; the loss of revenue; the loss or unauthorized access to Confidential Information or other assets; the loss of or damage to trade secrets; damage to its reputation; litigation; regulatory enforcement actions; violation of privacy, security or other laws and regulations; and remediation costs.

#### New Markets

If the opportunities arise, the REIT may explore additional acquisitions of properties in new markets. Each of the risks applicable to the REIT's ability to acquire and successfully integrate and operate properties in its current markets is also applicable to its ability to acquire and successfully integrate and operate properties in new markets. In addition to these risks, the REIT may not possess the same level of familiarity with the dynamics and market conditions of any new markets, which could materially adversely affect its ability to expand into or operate in those markets. The REIT may be unable to achieve a desired return on its investments in new markets.

## Joint Ventures and Partnership Arrangements

Subject to the Declaration of Trust, the REIT may from time to time participate in joint ventures and limited partnerships with third party co-owners in real properties. Joint venture or partnership arrangements involve certain additional risks including: (i) the possibility that a co -owner may at any time have economic or business interests or goals that are inconsistent with those of the REIT or take actions contrary to the instructions or requests of the REIT or contrary to the REIT's policies or objectives with respect to its real estate investments; (ii) the risk that the co -owners with which the REIT has entered into a joint venture or partnership could experience financial difficulties or seek the protection of bankruptcy, insolvency or other laws, which could result in additional financial demands on the REIT to maintain and operate the properties or repay the co-owners' share of property debt guaranteed by the REIT or for which the REIT is jointly and severally liable and which could result in delays, expenses and other problems associated with obtaining a court approval of joint venture or partnership decisions; (iii) the need to obtain co-owners' consents with respect to certain major decisions, including the decision to distribute cash or refinance or sell a property. In addition, the sale or transfer of an interest in joint ventures and limited partnerships could be subject to rights of first refusal or first offer and certain other joint venture or limited partnership agreements may provide for buy-sell or similar arrangements. Such rights may also inhibit the ability of the REIT to buy or sell its interest in a property or joint venture/limited partnership within the time frame or otherwise on the basis desired by the REIT.

The REIT cannot guarantee that a joint venture partner will continue to have adequate access to capital or that they will not experience financial difficulties or that could impair their ability to perform their obligations as the REIT's joint venture partner in connection with any joint venture or limited partnership. Any disputes that may arise between the REIT and its joint venture or limited partners could result in litigation or arbitration that could increase the REIT's expenses and divert management's attention away from day-to-day operations. Joint venture or limited partners may also have certain rights under their contractual arrangements with the REIT, the exercise of which may be in conflict with, and detrimental to, the REIT. While the REIT attempts to mitigate a number of the risks or factors discussed above in connection with any investments in joint ventures and limited partnerships, there is no guarantee that the REIT will be protected from such risks or other risks inherent in participating in any joint venture arrangement.

## Climate Change Risks

Natural disasters and severe weather such as storms, flooding, hurricanes, blizzards and rising temperatures and sea-levels may result in damage to the REIT's properties and could have a material adverse effect on the REIT's business and operations. Such damage could compromise the REIT's ability to continue critical operations and processes and may result in loss of NOI from properties becoming non-operational, an increase in costs to recover and repair properties from a natural disaster or inclement weather, and an increase in insurance costs to insure the property against natural disasters and severe weather events.

#### **Risk Factors Related to the Units**

#### Cash Distributions are Not Guaranteed

The REIT has adopted a distribution policy, as permitted under the Declaration of Trust, pursuant to which it may make monthly cash distributions. However, the Board of Trustees may reduce or suspend cash distributions indefinitely, which could have a material adverse effect on the market price of the Units. See "Distribution Policy and History – Distribution History".

There can be no assurance regarding the amount of income to be generated by the REIT's properties. The ability of the REIT to make cash distributions, and the actual amount distributed, will be entirely dependent on the operations and assets of the REIT, and will be subject to various factors including financial performance, obligations under applicable credit facilities, fluctuations in working capital, the sustainability of income derived from the tenant profile of the REIT's properties, the asset allocation alternatives available to the REIT including acquisitions and their impact, the interest rate environment, and capital expenditure requirements. Distributions may be increased, reduced or suspended entirely depending on the REIT's operations and the performance of the REIT's assets. The market value of the Units will deteriorate if the REIT is unable to meet its distribution targets in the future, and that deterioration may be significant. In addition, the composition of cash distributions for tax purposes may change over time and may affect the after-tax return for investors.

### Non-Cash Distributions

From time to time, the REIT may make distributions to Unitholders in an amount sufficient to ensure that it generally will not be liable for tax under Part I of the Tax Act in any year. Where the income (including net realized capital gains) of the REIT in a taxation year exceeds the cash available for distribution in the year, such excess net income and net realized capital gains will be distributed to Unitholders in the form of additional Units. Unitholders generally will be required to include an amount equal to the fair market value of those Units in their taxable income, even in circumstances where they do not receive a cash distribution.

# Potential Volatility of Unit Prices

One of the factors that may influence the market price of the Units is the annual yield on the Units. An increase in market interest rates may lead purchasers of Units to demand a higher annual yield, which accordingly could adversely affect the market price of the Units. In addition, the market price of the Units may be affected by changes in general market conditions, fluctuations in the markets for equity securities and numerous other factors beyond the control of the REIT.

### Nature of Investment

A holder of a Unit does not hold a share of a body corporate. As holders of Units, the Unitholders will not have statutory rights normally associated with ownership of shares of a corporation including, for example, the right to bring "oppression" or "derivative" actions. The rights of Unitholders are based primarily on the Declaration of Trust. There is no statute governing the affairs of the REIT equivalent to the *Canada Business Corporations Act* ("CBCA") which sets out the rights and entitlements of shareholders of corporations in various circumstances. As well, the REIT may not be a recognized entity under certain existing insolvency

legislation such as the *Bankruptcy and Insolvency Act* (Canada) and the *Companies Creditors' Arrangement Act* (Canada) and thus the treatment of Unitholders upon an insolvency is uncertain.

### Availability of Cash Flow

AFFO may exceed actual cash available to the REIT from time to time because of items such as principal repayments, and tenant allowances, leasing costs and capital expenditures in excess of stipulated reserves identified by the REIT in its calculation of AFFO and redemptions of Units, if any. The REIT may be required to use part of its debt capacity to reduce distributions in order to accommodate such items.

## Currency Exchange Rate Risk

The business of one of the REIT's subsidiaries, Slate Office US, is conducted in the U.S. and the business of Slate Office Investment Holdings is conducted in Ireland, and the REIT may acquire additional U.S. or Irish properties in the future. Consequently, any income and gains earned, and any expenses and losses incurred, that are attributable to Slate Office US or new U.S. properties will be in U.S. dollars, and those attributable to Slate Office Investment Holdings or new Irish properties will be in Euros. The Canadian dollar is not maintained at a fixed exchange rate compared to foreign currencies but rather the value of the Canadian dollar has a floating exchange rate in relation to the U.S. dollar and the Euro. As a result, the value of an investment in Units, when expressed in Canadian dollars, may fluctuate in accordance with fluctuations in the Canada/U.S. dollar and the Canada dollar/Euro exchange rate, and the value of such investment may be greater or less than that determined only with reference to U.S. dollars or Euros. Accordingly, investors who purchase Units through an investment in Canadian dollars are subject to currency exchange rate risk.

## Dilution

The number of Units the REIT is authorized to issue is unlimited. The REIT may, in its sole discretion, issue additional Units from time to time, and the interests of the holders of Units may be diluted thereby.

## Public Market Fluctuations

The REIT cannot predict at what price the Units will trade and there can be no assurance that an active trading market will be sustained at the price level of any equity offerings. A publicly traded real estate investment trust will not necessarily trade at values determined solely by reference to the underlying value of its real estate assets.

## Indirect Significant Ownership of Units by Slate

As of the date of this Annual Information Form, Slate has an indirect beneficial ownership over approximately 10.0% of the Units of the REIT (diluted) through its beneficial ownership of Units and Class B LP Units. Pursuant to the Exchange Agreement, each Class B LP Unit is exchangeable at the option of the holder for one Unit and will be attached to a Special Voting Unit, providing for voting rights in the REIT. Furthermore, pursuant to the Declaration of Trust, Slate (through the Manager) is entitled to nominate a certain number of Trustees based on the percentage of Units held by it. Accordingly, Slate has the ability to exercise influence with respect to the affairs of the REIT, significantly affect the outcome of Unitholder votes and may have the ability to effectively prevent certain fundamental transactions. Slate's significant effective interest may discourage transactions involving a change of control of the REIT, including transactions in which an investor might otherwise receive a premium for its Units over the then current market price.

Class B LP Units of Office I LP and Office II LP are exchangeable at the option of the holder for Units on a one-for-one basis (subject to customary anti-dilution adjustments). In addition, if Slate causes its affiliates to exchange such securities for Units, and sells Units in the public market, the market price of the Units could decrease. The perception among the public that these sales will occur could also produce such effect.

## **Risk Factors Related to Canadian Tax Matters**

## Non-Resident Ownership

Non-Residents may not be the beneficial owners of more than 49% of the Units and the Trustees will have various powers that can be used for the purpose of monitoring and controlling the extent of Non-Resident ownership of Units, as set out in the Declaration of Trust.

The restrictions on the issuance of Units by the REIT to Non-Residents may negatively affect the REIT's ability to raise financing for future acquisitions or operations. In addition, the Non-Resident ownership restrictions could negatively impact the liquidity of the Units and the market price at which Units can be sold.

The Tax Act may impose additional withholding or other taxes on distributions made by the REIT to Unitholders who are Non-Residents. The application of these taxes and any reduction in the rates thereof pursuant to an applicable income tax treaty or convention may change from time to time. Non-Resident Unitholders should consult their own tax advisors concerning the imposition of such withholding and other taxes based on their particular circumstances.

#### Taxation of Mutual Fund Trusts

Management of the REIT believes the REIT currently qualifies as a mutual fund trust for income tax purposes. If the REIT were not to so qualify, the consequences could be material and adverse.

# REIT Exception

The Tax Act contains rules (the "SIFT Legislation"), which tax certain publicly-traded or listed trusts and partnerships in a manner similar to corporations and which tax certain distributions from such trusts and partnerships as taxable dividends from a taxable Canadian corporation.

The REIT will not be considered a "SIFT trust" (as defined in the Tax Act), and therefore will not be subject to tax under the SIFT Legislation, for a taxation year if it satisfies the exclusion from the definition of "SIFT trust" in the Tax Act for a trust qualifying as a "real estate investment trust" as defined in subsection 122.1(1) of the Tax Act (the "REIT Exception") for that year. The REIT Exception is comprised of a number of technical tests and the determination as to whether the REIT qualifies for the REIT Exception in any particular taxation year can only be made with certainty at the end of that taxation year. Management of the REIT believes that the REIT qualifies for the REIT Exception, as currently enacted, and management expects that the REIT will qualify for the REIT Exception throughout 2024 and in each subsequent taxation year. However, no assurances can be given that future investments or activities undertaken by the REIT will not result in the REIT failing to qualify for the REIT Exception in 2024 or any subsequent taxation year.

The REIT also expects that each direct or indirect subsidiary of the REIT that might also qualify as a SIFT trust or "SIFT partnership" will qualify as an "excluded subsidiary entity", as defined in the Tax Act, (and, therefore, not be subject to tax under the SIFT Legislation) throughout 2024 and subsequent taxation years.

The likely effect of the application of the SIFT Legislation to the REIT or its subsidiaries on the market for Units and on the REIT's ability to finance future acquisitions through the issue of Units or other securities is unclear. If tax under the SIFT Legislation applies to the REIT or its subsidiaries, it may adversely affect the marketability of the Units, the amount of cash available for distributions and the after-tax return to investors.

#### Loss Restriction Event

The Tax Act includes "loss restriction event" ("LRE") rules that could potentially apply to the REIT. In general, the REIT will be subject to a LRE if a person (or group of persons) acquires more than 50% of the fair market value of the Units. If a LRE occurs (i) the REIT will be deemed to have a year-end for tax purposes immediately before the LRE occurs, (ii) any net income and net realized capital gains of the REIT

at such year-end will be distributed to Unitholders to the extent required for the REIT not to be liable for income taxes under Part I of the Tax Act, and (iii) the REIT will be restricted in its ability to carry forward tax losses (including any unrealized capital losses) that exist at the time of the LRE.

## Change of Tax Laws

There can be no assurance that Canadian tax laws, foreign tax laws, the judicial interpretation thereof, the terms of any income tax treaty applicable to the REIT or its affiliates or the administrative and assessing practices and policies of the Canada Revenue Agency will not change in a manner that adversely affects the REIT, its affiliates or Unitholders. Any such change could affect the REIT's eligibility for the REIT Exception, increase the amount of tax payable by the REIT or its affiliates, or otherwise adversely affect Unitholders by reducing the amount available to pay distributions or changing the tax treatment applicable to Unitholders in respect of such distributions.

### Restrictions on Redemptions

The entitlement of Unitholders to receive cash upon the redemption of their Units is subject to the following limitations: (i) the total amount payable by the REIT in respect of such Units and all other Units tendered for redemption in the same calendar month must not exceed \$50,000 (provided that such limitation may be waived at the discretion of the Trustees); (ii) at the time such Units are tendered for redemption, the outstanding Units must be listed for trading on the TSX or traded or quoted on any stock exchange or another market which the Trustees consider, in their sole discretion, provides fair market value prices for the Units; (iii) the trading of Units is not suspended or halted on any stock exchange on which the Units are listed (or, if not listed on a stock exchange, on any market on which the Units are quoted for trading) on the Redemption Date or for more than five trading days during the 10-day trading period commencing immediately before the Redemption Date; and (iv) the redemption of the Units must not result in the delisting of the Units on the principal stock exchange on which the Units are listed. Redemption Notes, which will be distributed by the REIT to Unitholders in the event of an *in specie* redemption of Units, may not be a qualified investment for Registered Plans. Penalties may be imposed upon the acquisition or holding of non-qualified investments by Registered Plans.

## Foreign Currency

For purposes of the Tax Act, the REIT generally is required to compute its Canadian tax results, including any "foreign accrual property income" ("**FAPI**") earned, using Canadian currency. Where an amount that is relevant in computing a taxpayer's Canadian tax results is expressed in a currency other than Canadian currency, such amount must be converted to Canadian currency using exchange rates determined in accordance with the Tax Act. As a result, the REIT may realize gains and losses for tax purposes and FAPI by virtue of the fluctuation of the value of foreign currencies relative to Canadian dollars.

### Foreign Source Income

The REIT's income for purposes of the Tax Act will include, among other things, FAPI realized by an entity that is, or is deemed to be, a "controlled foreign affiliate" (a "CFA") of the REIT and any dividends received as further described below. It is expected that income earned by certain foreign subsidiaries (such as Slate Office US and Slate IrishCo) will be FAPI. Any FAPI earned by a CFA of the REIT must be included in computing its income for the taxation year of the REIT in which the taxation year of the CFA ends, subject to a deduction for grossed-up "foreign accrual tax" as computed in accordance with the Tax Act, whether or not the REIT actually receives a distribution of FAPI in the taxation year, and less certain amounts that are otherwise included in income. The adjusted cost base to the REIT of the shares of the applicable foreign subsidiary will be increased by the net amount so included in the income of the REIT. At such time as the REIT receives a dividend of amounts that were previously included in its income as FAPI (net of any deduction in respect of "foreign accrual tax"), that dividend effectively will not be taxable to the REIT and there will be a corresponding reduction in the adjusted cost base to the REIT of the shares of the applicable foreign subsidiary.

The Tax Act contains rules applicable to certain foreign tax credit generator transactions (the "Foreign Tax Credit Generator Rules"). Under the Foreign Tax Credit Generator Rules, the deduction for "foreign accrual tax" may be limited in certain circumstances. No assurances can be given that the Foreign Tax Credit Generator Rules will not apply to the REIT in computing its taxable income. If the Foreign Tax Credit Generator Rules apply to the REIT, its taxable income will increase thereby increasing the income of the REIT distributed to Unitholders.

Provided that the appropriate designations are made by the REIT, such portion of its foreign source income that is paid or becomes payable to a Unitholder generally will retain its character in the hands of the Unitholder for purposes of the Tax Act. Foreign taxes paid by the REIT will be deemed to be paid by the Unitholder and the Unitholder's share of the "business income tax" and "non-business-income tax" paid in a foreign country for a year will be creditable against the Unitholder's Canadian federal income tax liability to the extent permitted by the detailed rules contained in the Tax Act. Although the foreign tax credit provisions are designed to avoid double taxation, the maximum credit is limited. Because of this, and because of timing differences in recognition of expenses and income and other factors, double taxation may arise.

## Accrued Gains

Certain properties have been acquired by the Limited Partnerships by way of a tax-deferred rollover such that the relevant Limited Partnership has a tax cost in the properties which is less than it would have been if such properties had been acquired in a fully taxable transaction. The tax depreciation (capital cost allowance) available to the Limited Partnerships in respect of such properties will be less than what would have been available had such properties been acquired by the relevant Limited Partnership at its fair market value for income tax purposes. If one or more of such properties are disposed of, any income inclusion as a consequence of the recapture of previously claimed capital cost allowance (in the case of depreciable property) and/or any gain realized by the Limited Partnerships will be greater than the income inclusion and/or gain which would have been realized had such properties been acquired by the Limited Partnerships at their fair market value for income tax purposes. These tax consequences may affect the extent to which distributions from the REIT are taxable to Unitholders.

#### Limits on Interest Deductibility

The Department of Finance (Canada) released revised draft legislation as part of Bill C-59 (which received First Reading on November 30, 2023) to implement certain tax proposals that are intended to limit the deductibility of certain interest and financing expenses (the "EIFEL Proposals"). Under the EIFEL Proposals, for taxation years beginning on or after October 1, 2023, the amount of net interest and financing expenses incurred by a corporation or trust, whether incurred directly or through a partnership, that may be deducted in computing its income for Canadian income tax purposes will generally be limited to no more than a fixed ratio of its adjusted taxable income, which is intended to reflect the taxable income generated by its activities in Canada. If enacted as proposed, the income of the REIT for Canadian income tax purposes may be increased which could have an adverse impact on the after-tax return of a Unitholder and on the value of Units in the REIT. The proposed rules may also apply to a corporation or trust held directly or indirectly by the REIT, including Brunswick Square Trust. Further, a Unitholder who makes a leveraged investment in Units of the REIT may be adversely affected. Unitholders and prospective Unitholders should consult their own tax advisors in this regard.

### Risk Factors Related to U.S. Tax Matters

The REIT has invested in real property in the United States through Slate Office US, which is capitalized with SOT Notes and equity provided by the REIT and by debt owed to third party lenders. The REIT anticipates that Slate Office US may continue to acquire additional real properties in the United States and may continue to borrow funds from the REIT or third parties in the future for acquisition purposes and/or to fund its operations or refinance existing loans. Slate Office US is a Delaware corporation subject to U.S. federal, state and local taxation. Complex tax rules apply to the operations of Slate Office US and its relationship with the REIT, and the following discussion highlights only a few considerations and risks impacting the U.S. federal income taxation of Slate Office US.

Slate Office US intends to treat the SOT Notes as indebtedness for U.S. federal income tax purposes, and intends to deduct the interest paid on the SOT Notes and third party debt in determining its U.S. federal taxable income, subject to any applicable limitations on such deductibility. Under Section 163(j) of the Code, unless an exception applies, the deduction for U.S. federal income tax purposes of the interest paid by Slate Office US on its debt, including both the SOT Notes and the third-party debt, potentially could be limited to 30% of Slate Office US' "adjusted taxable income", which generally means earnings before interest and taxes. Any disallowed interest expense under these provisions may be carried forward to future years. However, under Section 163(j)(7)(B) of the Code, an exception to these limitations can be elected for certain types of businesses, including an "electing real property trade or business". Slate Office US has elected to treat its business as an "electing real property trade or business" and, therefore, Slate Office US is excluded from the limitation on interest deductibility discussed above (in exchange for being subject to generally less favorable depreciation rules). This election generally applies to all future tax years, absent a change in Slate Office US' business that would cause the election to terminate.

In addition, even if the Section 163(j) limitation on deductibility is not applicable, other provisions and principles of U.S. federal tax law, including Treasury Regulations under Section 385 of the Code, could also apply and result in the IRS or a court determining that the SOT Notes (or a portion of the SOT Notes) should be treated for U.S. federal income tax purposes as equity rather than debt, or that the interest rate on the SOT Notes did not represent an arm's length rate. If, for any of the aforementioned reasons, a redetermination were made of the interest deductibility, in whole or part, of the payments made on the SOT Notes or the third party debt, then some or all of the interest may not be deductible for U.S. federal income tax purposes and some or all of the payments on the SOT Notes may be treated as dividends subject to U.S. federal withholding tax. Any of these results could increase the U.S. federal income tax liability of Slate Office US. Such an increase in tax liability could adversely affect Slate Office US' ability to make payments on its obligations and the REIT's ability to make distributions on its Units.

Certain other provisions of the Code, if applicable, also affect the U.S. federal income tax liability of Slate Office US, although the extent to which that occurs is dependent on the factual situation of Slate Office US. There are limitations on the use of net operating losses (generally, those can only be utilized to the extent of 80% of taxable income in any given year, although unused net operating losses can be carried forward indefinitely). In addition, section 59A of the Code, known as "BEAT", which is the acronym for "base erosion anti-abuse tax", is designed to potentially limit the tax effectiveness of deductions for payments between

U.S. corporations (such as Slate Office US) and non-U.S. related parties (such as the REIT) by imposing a minimum tax on the U.S. corporation. The BEAT regime generally does not apply unless the payor U.S. corporation has average annual gross receipts for the 3-tax-year period ending with the preceding tax year that are at least \$500 million.

If any of the aforementioned Code provisions were to apply to Slate Office US, the IRS or an applicable taxing authority were to successfully challenge a U.S. tax position Slate Office US were to take, the REIT were to fail to qualify for benefits under the U.S.-Canada Tax Treaty, or U.S. tax laws or the U.S.-Canada Tax Treaty were to change (perhaps retroactively), U.S. tax costs could increase, thus decreasing cash available for distribution to the Unitholders and the value of the Units.

#### **Risk Factors Related to Irish Tax Matters**

Slate IrishCo and its subsidiaries are subject to Irish taxation and may be subject to taxation in any other jurisdiction in which they operate and/or own property. Changes in Irish tax legislation or interpretations of such legislation by Irish taxing authorities or the courts could adversely impact the after-tax return of a Unitholder and/or the value of Units in the REIT. Unitholders are encouraged to review the financial disclosures in the materials provided by the REIT and to consult their own tax advisors with respect to Irish tax matters affecting Slate IrishCo.

## **MARKET FOR SECURITIES**

The Units are listed and posted for trading on the TSX under the symbol "SOT.UN". Prior to March 16, 2015, the Units were listed on the TSX under the symbol "F.UN". The following table sets forth the high and low reported trading prices and the trading volume of the Units on the TSX for the periods indicated:

Month (2023)	SOT. UN High (\$)	SOT. UN Low (\$)	SOT. UN Volume
January	4.67	4.32	2,512,420
February	4.51	4.38	2,624,323
March	4.42	3.32	4,447,252
April	3.63	2.01	9,831,128
May	2.21	2.00	3,743,558
June	2.10	1.86	2,924,838
July	2.02	1.79	1,363,893
August	1.80	1.35	4,143,523
September	1.64	1.27	3,303,852
October	1.42	1.00	1,949,828
November	1.21	0.76	4,191,912
December	0.85	0.68	3,708,119

## **ESCROWED SECURITIES AND RESTRICTIONS ON TRANSFER**

Under the Office I LP Limited Partnership Agreement, the Office I LP Class B LP Units are exchangeable on a one for one basis for Units (subject to adjustments) at any time at the option of their holder, unless the exchange would jeopardize the REIT's status as a "mutual fund trust" under the Tax Act. Office I LP Class B LP Units are not transferable during the term of the Office I LP Limited Partnership (which is effective until terminated). See "*Material Subsidiaries*". If the Office I LP Class B LP Units were exchanged for Units on December 31, 2023, the resultant number of Units issued would represent 3.6% of the outstanding Units as of that date.

To the knowledge of the REIT, no other Units or securities redeemable or exchangeable into Units are in escrow or subject to contractual restrictions on transfer.

### **DISTRIBUTION POLICY AND HISTORY**

## General

The Board of Trustees has full discretion with respect to the timing and extent of distributions, including the adoption, amendment or revocation of any distribution policy. In determining the amount of monthly cash distributions paid to Unitholders, the Board of Trustees applies discretionary judgment to forward-looking cash flow information, including forecasts and budgets. As net income calculated in accordance with IFRS recognizes certain revenues and expenses at time intervals that do not match the receipt of or the payment of cash, the Board of Trustees considers AFFO when establishing cash distributions to Unitholders, as well as other factors. The excess of AFFO over cash distributions represents a measure of operating cash flow retained in the business.

For the year ended December 31, 2023, the AFFO pay-out ratio was 65.6%.

Management of the REIT believes that no distributions would best provide the REIT the opportunity to meet its internal funding needs. However, subject to compliance with the Declaration of Trust, the actual payout ratio will be determined by the Trustees in their discretion. It is the REIT's current intention to not make distributions to Unitholders except to the amount of net income and net realized capital gains of the REIT as is necessary to ensure that the REIT will not be liable for ordinary income taxes on such income with such distributions to potentially be in Units.

Unitholders of record as at the close of business on the last business day of the month preceding a Distribution Date will have an entitlement on and after that day to receive distributions in respect of that month on such Distribution Date. Distributions may be adjusted for amounts paid in prior periods if the actual AFFO for the prior periods is greater than or less than the estimates for the prior periods. Under the Declaration of Trust and pursuant to the distribution policy of the REIT, where the REIT's cash is not sufficient to make payment of the full amount of a distribution, such payment will, to the extent necessary, be distributed in the form of additional Units.

The Board of Trustees continually evaluates the distribution policy of the REIT in consideration of various factors. These factors generally include the REIT's available liquidity to fund distributions, the asset allocation alternatives available to the REIT including acquisitions and their impact, the interest rate environment, the REIT's cost of capital and the expected future cash flows to be generated by the REIT in consideration of the REIT's future cash flow needs, which include funding value and redevelopment opportunities, leasing costs and other capital. Based on these factors the Board of Trustees may determine a modification of the REIT's distribution to be beneficial to the REIT.

#### **Distribution Reinvestment Plan**

On March 21, 2013, the REIT adopted a Distribution Reinvestment Plan (the "**Plan**"). Eligible Unitholders, which include holders of Class B LP Units, that elect to participate in the Plan will have all cash distributions of the REIT automatically reinvested in additional Units at a price per Unit calculated by reference to the weighted average of the trading price for the Units on the TSX for the five trading days immediately preceding the relevant Distribution Date. TSX Trust Company is the agent and administrator of the Plan.

The REIT can issue, in the aggregate, up to 1,600,000 Units under the Plan, and may increase the number of Units available to be issued under the Plan at any time, subject to the approval of the TSX.

No brokerage commission will be payable in connection with the purchase of Units under the Plan and all administrative costs of the Plan are borne by the REIT.

Unitholders resident outside of Canada are not entitled to participate in the Plan. Upon ceasing to be a resident of Canada, a Unitholder must terminate such Unitholder's participation in the Plan. A copy of the Plan is available on the REIT's website at www.slateofficereit.com.

On May 3, 2019, the Board of Trustees approved the suspension of the Plan commencing with the May 2019 distribution to be paid in June 2019 as a means of supporting management's strategic utilization of capital, including for normal course issuer bids when determined to be appropriate.

## **Distribution History**

During the twelve months ended December 31, 2021 and December 31, 2022, the REIT declared monthly distributions of \$0.0333 per Unit (or \$0.40 per Unit on an annual basis).

During the three months ended December 31, 2022 and March 31, 2023, the REIT declared monthly distributions of \$0.0333 per Unit (or \$0.40 per Unit on an annual basis).

During the seven months ended March 31, 2023 and October 31, 2023, the REIT declared monthly distributions of \$0.0100 per Unit (or \$0.12 per Unit on an annual basis).

The distributions were paid on or about the 15th day of the month following declaration.

On April 4, 2023, the REIT amended its monthly cash distribution from \$0.0333 per trust unit of the REIT to \$0.0100 per trust unit of the REIT.

On November 14, 2023, the REIT suspended its monthly cash distribution as of the November 2023 distribution to be paid in December 2023. See also "General Development of the Business – Three Year History – Distributions".

## Restrictions

There are no restrictions that could prevent the REIT from paying distributions other than those risks outlined in the "Risk Factors" section of this Annual Information Form.

## **CAPITAL STRUCTURE**

# **Authorized Capital and Outstanding Securities**

The REIT is authorized to issue an unlimited number of Units and an unlimited number of Special Voting Units. Issued and outstanding Units and Special Voting Units may be subdivided or consolidated from time to time by the Trustees without notice to or the approval of the Unitholders. As at December 31, 2023, there were 80,049,062 Units and 5,285,160 Special Voting Units outstanding.

#### Units

No Unit has any preference or priority over another. Each Unit represents a Unitholder's proportionate undivided beneficial ownership interest in the REIT and confers the right to one vote at any meeting of Unitholders and to participate *pro rata* in any distributions by the REIT, whether of net income, net realized capital gains or other amounts and, in the event of termination or winding-up of the REIT, in the net assets of the REIT remaining after satisfaction of all liabilities. Units will be fully paid and non-assessable when issued and are transferable. The Units are redeemable at the holder's option and, except as set out in "Declaration of Trust" and "Arrangements with the Manager and Slate", the Units have no other conversion, retraction, redemption or pre-emptive rights. Fractional Units may be issued as a result of an act of the Trustees, but fractional Units will not entitle the holders thereof to vote, except to the extent that such fractional Units may represent in the aggregate one or more whole Units.

# **Special Voting Units**

Special Voting Units have no economic entitlement in the REIT but entitle the holder to one vote per Special Voting Unit at any meeting of the Unitholders of the REIT. Special Voting Units may only be issued in connection with or in relation to Class B LP Units for the purpose of providing voting rights with respect to the REIT to the holders of such securities. Notwithstanding the foregoing, the REIT was permitted to issue Special Voting Units to the Manager pursuant to the acquisition completed in connection with the IPO absent a contemporaneous issuance of Class B LP Units to the Manager. Special Voting Units will be issued in conjunction with the Class B LP Units to which they relate, and will be evidenced only by the certificates representing such Class B LP Units. Special Voting Units will not be transferable separately from the Class B LP Units to which they are attached and will be automatically transferred upon the transfer of such Class B LP Units. Upon the exchange or surrender of a Class B LP Unit for a Unit, the Special Voting Unit attached to such Class B LP Unit will automatically be redeemed and cancelled for no consideration without any further action of the Trustees, and the former holder of such Special Voting Unit will cease to have any rights with respect thereto.

## **Preferred Units**

Subject to the Board of Trustees executing an amendment to the Declaration of Trust providing for their creation, preferred units of the REIT (the "**Preferred Units**") may from time to time be created and issued in one or more classes (each of which may be comprised of unlimited series), and the Board of Trustees may fix from time to time before such issue the number of Preferred Units which is to comprise each class and series and the designation, rights, privileges, restrictions and conditions attaching to each class and series of Preferred Units including, without limiting the generality of the foregoing, any voting rights, the rate or amount of distributions (which may be cumulative or non-cumulative and variable or fixed) or the method of calculating distributions, the dates of payment thereof, the terms and conditions of redemption, purchase and conversion, if any, any rights on the liquidation, dissolution or winding-up of the REIT, and any sinking fund or other provisions.

The Preferred Units of each class and series shall, with respect to the payment of distributions (other than distributions paid solely through the distribution of additional Units) and the distribution of assets of the REIT or return of capital in the event of liquidation, dissolution or winding-up of the REIT, whether voluntary or involuntary, or any other return of capital or distribution of assets of the REIT among its Unitholders for the purpose of winding-up its affairs, be entitled to preference over the Units ranking by their terms junior to the Preferred Units. The Preferred Units of any series may also be given such other preferences, not inconsistent with the Declaration of Trust, over the Units ranking by their terms junior to the Preferred Units. If any cumulative distributions or amounts payable on the return of capital in respect of a series of Preferred Units are not paid in full, all classes and series of Preferred Units of equal ranking shall participate rateably in respect of accumulated distributions and return of capital of a class and series of Preferred Units as a proportion of the accumulated distributions and return of capital of all classes and series of Preferred Units of equal ranking.

The REIT has no present intention of issuing Preferred Units, but wishes to have the flexibility to do so in the future as a means of seeking an alternate source of equity financing. The REIT will not create or issue Preferred Units for anti-takeover purposes.

## **Rights of Unitholders**

The Units are not "deposits" within the meaning of the *Canada Deposit Insurance Corporation Act* and are not insured under the provisions of such Act or any other legislation. The Units are not shares in the REIT and, although the protections, rights and remedies set out in the Declaration of Trust are similar to those provided under the CBCA, Unitholders do not have statutory rights of shareholders of a corporation including, for example, "dissent rights" in respect of certain corporate transactions and fundamental changes, the right to apply to a court to order the liquidation or dissolution of the REIT, or the right to bring "oppression" or "derivative" actions. Furthermore, the REIT is not a trust company and accordingly, is not registered under any trust and loan company legislation as it does not carry on or intend to carry on the business of a trust company.

#### **Debentures**

## 2018 Debentures

In January 2018, the REIT completed an offering which included a public offering of \$28.75 million aggregate principal amount of 5.25% convertible unsecured subordinated debentures of the REIT (the "2018 Debentures"). The 2018 Debentures bear interest at an annual rate of 5.25% payable semi-annually in arrears on February 28 and August 31 in each year commencing on August 31, 2018. The initial maturity date of the 2018 Debentures was February 28, 2023.

Each 2018 Debenture will be convertible into freely tradeable Units at the option of the holder at any time prior to the close of business on the earliest of: (i) last business day before February 28, 2023; or (ii) if called for redemption, the business day immediately preceding the date specified by the REIT for redemption of the

2018 Debentures, at a conversion price of \$10.53 per Unit (the "2018 Debenture Conversion Price"), being a ratio of approximately 94.9668 Units per \$1,000 principal amount of 2018 Debentures, subject to adjustment in certain events in accordance with the indenture governing the terms of the 2018 Debentures. Holders of 2018 Debentures converting their 2018 Debentures will receive accrued and unpaid interest thereon, if any, from the last interest payment date on their 2018 Debentures to and including the last record date set by the REIT occurring prior to the date of conversion for determining the holders of Units entitled to receive a distribution on the Units.

The 2018 Debentures may not be redeemed by the REIT prior to February 28, 2021. On and from February 28, 2021, and prior to February 28, 2022, the 2018 Debentures may be redeemed by the REIT, in whole at any time, or in part from time to time, at a price equal to the principal amount thereof plus accrued and unpaid interest on not more than 60 days' and not less than 30 days' prior written notice, provided that the volume weighted-average trading price of the Units on the TSX for the 20 consecutive trading days ending five trading days preceding the date on which notice of redemption is given (the "2018 Debenture Current Market Price") is not less than 125% of the 2018 Debenture Conversion Price. On and from February 28, 2022, and prior to February 28, 2023, the 2018 Debentures may be redeemed by the REIT, in whole at any time or in part from time to time, at a price equal to the principal amount thereof plus accrued and unpaid interest on not more than 60 days' and not less than 30 days' prior written notice. Subject to regulatory approvals and other conditions, the REIT may, at its option, elect to satisfy its obligation to pay the principal amount of 2018 Debentures on redemption or at maturity, in whole or in part, by delivering that number of freely tradeable Units obtained by dividing the principal amount of the 2018 Debentures being repaid by 95% of the 2018 Debenture Current Market Price on the date of redemption or maturity, as applicable.

On January 27, 2023, holders of the 2018 Debentures approved an extraordinary resolution to amend the trust indenture dated as of January 26, 2018 governing the 2018 Debentures in order to implement the Amendments, being: (i) an increase to the interest rate of the 2018 Debentures from 5.25% to 9.00%, effective February 28, 2023; (ii) a decrease of the conversion price of the 2018 Debentures from \$10.53 per Unit to \$5.50 per Unit; (iii) an extension of the maturity date of the 2018 Debentures from February 28, 2023 to February 28, 2026; and (iv) the provision that the 2018 Debentures are not redeemable prior to February 28, 2025 and making certain other consequential amendments. The consent and proxy solicitation statement of the REIT dated December 29, 2022 contains a detailed description of the terms of the Amendments. See "General Development of the Business – Three Year History – Amendment of the 2018 Debentures".

The REIT implemented the Amendments by way of the Supplemental Indenture. Under the terms of the Supplemental Indenture, the Amendments took effect on February 22, 2023.

### 2021 Debentures

Pursuant to the November 2021 Offering (including the Over-allotment Offering) the REIT completed a public offering of \$84.2 million aggregate principal amount of 2021 Debentures. The 2021 Debentures bear an interest rate of 5.50% per annum, payable semi-annually in arrears on June 30 and December 31 in each year commencing June 30, 2022. The maturity date for the 2021 Debentures is December 31, 2026.

Each Debenture will be convertible into Units at the option of the holder prior to the close of business on the earliest of: (i) the last business day before December 31, 2026, or (ii) if called for redemption, the business day immediately preceding the date specified by the REIT for redemption of the 2021 Debentures at a conversion rate of approximately 153.8462 Units per \$1,000 principal amount of Debentures, which is equal to a conversion price of \$6.50 per Unit, subject to adjustment in certain events in accordance with the indenture governing the terms of the 2021 Debentures (the "2021 Debenture Conversion Price").

On and from December 31, 2024, and prior to December 31, 2025, the 2021 Debentures may be redeemed by the REIT, in whole at any time, or in part from time to time, at a price equal to the principal amount thereof plus accrued and unpaid interest on not more than 60 days' and not less than 30 days' prior written notice, provided that the volume weighted-average trading price of the Units on the TSX for the 20 consecutive trading days ending five trading days preceding the date on which notice of redemption is given (the "2021 Debenture Current Market Price") is not less than 125% of the 2021 Debenture Conversion Price. On and from

December 31, 2025, and prior to December 31, 2026, the 2021 Debentures may be redeemed by the REIT, in whole at any time or in part from time to time, at a price equal to the principal amount thereof plus accrued and unpaid interest on not more than 60 days' and not less than 30 days' prior written notice. Subject to regulatory approvals and other conditions, the REIT may, at its option, elect to satisfy its obligation to pay the principal amount of Debentures on redemption or at maturity, in whole or in part, by delivering that number of freely tradeable Units obtained by dividing the principal amount of the 2021 Debentures being repaid by 95% of the 2021 Debenture Current Market Price on the date of redemption or maturity, as applicable.

### 2022 Debentures

In connection with the October 2022 Offering the REIT completed a public offering of \$45 million aggregate principal amount of 2022 Debentures. The 2022 Debentures bear interest at an annual rate of 7.50%, payable semi-annually in arrears on June 30 and December 31 in each year commencing on June 30, 2023. The maturity date for the 2022 Debentures is December 31, 2027.

Each 2022 Debenture will be convertible into freely tradeable Units at the option of the holder at any time prior to the close of business on the earliest of (i) last business day before December 31, 2027, or (ii) if called for redemption, the business day immediately preceding the date specified by the REIT for redemption of the Debentures, at a conversion price of \$5.50 per Unit, (the "2022 Debenture Conversion Price"), being a ratio of approximately 181.8182 Units per \$1,000 principal amount of 2022 Debentures, in each case, subject to adjustment in certain events in accordance with the indenture governing the terms of the 2022 Debentures. The holders converting their 2022 Debentures will, in addition to the applicable number of Units to be received on conversion, receive accrued and unpaid interest thereon, if any, for the period from the last interest payment date on their 2022 Debentures (or the date of the closing of the October 2022 Offering) if no interest has yet been paid on the 2022 Debentures) to and including the last record date set by the REIT occurring prior to the date of conversion for determining the REIT's Unitholders entitled to receive a distribution on the Units.

The 2022 Debentures may not be redeemed by the REIT prior to December 31, 2025. On and from December 31, 2025, and prior to December 31, 2026, the 2022 Debentures may be redeemed by the REIT, in whole at any time, or in part from time to time, at a price equal to the principal amount thereof plus accrued and unpaid interest on not more than 60 days' and not less than 30 days' prior written notice, provided that the volume weighted-average trading price of the Units on the TSX for the 20 consecutive trading days ending five trading days preceding the date on which notice of redemption is given (the "2022 Debenture Current Market Price") is not less than 125% of the 2022 Debenture Conversion Price. On and from December 31, 2026, and prior to December 31, 2027, the 2022 Debentures may be redeemed by the REIT, in whole at any time or in part from time to time, at a price equal to the principal amount thereof plus accrued and unpaid interest on not more than 60 days' and not less than 30 days' prior written notice. Subject to regulatory approvals and other conditions, the REIT may, at its option, elect to satisfy its obligation to pay the principal amount of 2022 Debentures on redemption or at maturity, in whole or in part, by delivering that number of freely tradeable Units obtained by dividing the principal amount of the 2022 Debentures being repaid by 95% of the 2022 Debenture Current Market Price on the date of redemption or maturity, as applicable.

## ARRANGEMENTS WITH UNITHOLDERS

## Arrangements with the Manager and Slate

### Overview

As at the date of this Annual Information Form, Slate indirectly holds 5,285,160 Class B LP Units (being all of the Class B LP Units that are issued and outstanding) and 3,302,040 Units representing an approximate 10.0% economic interest in the REIT. Each Class B LP Unit is exchangeable at the option of the holder for one Unit (subject to customary anti-dilution adjustments), is accompanied by one Special Voting Unit (which provides for the same voting rights in the REIT as a Unit) and is entitled to distributions of cash from Office I LP or Office II LP, as applicable, equal to the cash distributions paid to holders of Units by the REIT.

Pursuant to the Declaration of Trust, Slate has the right to nominate one Trustee for election to the Board of Trustees (depending on the size of the Board of Trustees and the level of Slate's direct or indirect ownership interest in the REIT). See "Declaration of Trust" and "Trustees and Executive Officers of the REIT".

## Exchange Agreement

On December 28, 2012, the REIT, Office I LP and the Manager entered into an exchange agreement (the "Exchange Agreement"). The Exchange Agreement governs the mechanics by which the Manager may require the REIT to exchange each Class B LP Unit for one Unit, subject to customary anti-dilution adjustments and the adjustments described under "Declaration of Trust".

The Exchange Agreement was amended on December 17, 2014 and Slate GTA (a predecessor of the Manager) was added as party to the agreement in connection with the GTA Acquisition. The original Exchange Agreement was amended to facilitate the exchange of Office II Class B LP Units for Units, to provide the same rights to Slate GTA in respect of the Office II Class B LP Units as the Manager had in respect of the Office I Class B LP Units, and to make certain other consequential amendments.

The exchange procedure may be initiated at any time by the holder of a Class B LP Unit so long as all of the following conditions have been met:

- (a) the exchange would not cause the REIT to breach the restrictions respecting Non-Resident (within meaning of the Tax Act) ownership contained in the REIT's Declaration of Trust as described under "Declaration of Trust" or otherwise cause it to cease to be a "mutual fund trust" for purposes of the Tax Act or create a substantial risk of such cessation:
- (b) the REIT is legally entitled to issue the Units in connection with the exercise of the exchange rights; and
- (c) the person receiving the Units upon the exercise of the exchange rights complies with all applicable securities laws.

The Exchange Agreement provides that, so long as the Manager, directly or indirectly, holds at least a 10% ownership interest in the REIT, calculated on a fully-diluted basis, the Manager will have, subject to certain exceptions, pre-emptive rights to purchase Class B LP Units and/or Units to maintain its *pro rata* ownership interest in the REIT in the event that the REIT or any of its subsidiaries decides to issue equity securities, or securities convertible into or exchangeable for equity securities, to third parties. Upon exercise of this right, the Manager will be entitled to participate in the issue of such securities at the most favourable price and on the most favourable terms as such securities are offered to any third party.

Pursuant to the terms of the Exchange Agreement, so long as the Manager, directly or indirectly, holds at least a 20% ownership interest in the REIT (calculated on a fully-diluted basis) the Manager will be granted demand and "piggy-back" registration rights by the REIT that will enable it to require the REIT to file a prospectus and otherwise use commercially reasonable efforts to assist with a public offering of Units, subject to certain limitations. The expenses in respect of the exercise by the Manager of its "piggy back" rights, subject to certain exceptions, will be borne by the REIT, except that any underwriting fee on the sale of Units by the Manager and the fees of the Manager's external legal counsel will be borne by the Manager. The expenses in respect of an exercise by the Manager of its demand rights, subject to certain exceptions, will be borne by the REIT and the Manager on a proportionate basis according to the number of Units distributed by each.

The Exchange Agreement also provides that if Office I LP or Office II LP has insufficient funds to pay any distribution on its Class B LP Units required pursuant to its Limited Partnership Agreement to be paid concurrently with, and in an amount equal to, the distribution that such holders would have received if they held that number of Units, then the REIT shall advance to such Limited Partnership, by way of a loan or equity investment, funds to facilitate such distribution.

## ROFO Agreement

The REIT and the Manager are party to a right of first offer agreement (the "ROFO Agreement") dated December 28, 2012, and amended effective November 4, 2014, which gives the REIT the right of first offer to acquire office properties that the Manager owns or in which it has a direct or indirect interest, prior to disposition of any such properties to a third party which will be on terms not materially less favourable to the REIT than those offered by or to such third party. It is anticipated that the REIT may from time to time enter into transactions with certain related parties, including the Manager or any of its subsidiaries and/or pursuant to the exercise of the REIT's right of first offer under the ROFO Agreement described above, directly or indirectly through Office I LP or Office II LP and/or its direct and indirect subsidiaries.

The ROFO Agreement provides that if at any time and from time to time, the Manager determines that it desires to sell, or receives and desires to accept an offer to acquire (directly or indirectly by way of the sale or acquisition of securities), one or more office properties that the Manager owns or in which it has a direct or indirect interest (a "Proposed Disposition"), the Manager will, by notice in writing, advise the REIT of such opportunity. Such a notice must outline all of the material terms and conditions of the Proposed Disposition and be accompanied by all material information relating to the Proposed Disposition as is in the control or possession of the Manager. The REIT will have up to 10 business days to notify the Manager, in the form of an executed non-binding letter of intent and accompanying refundable deposit, if it intends to acquire the Proposed Disposition. If the REIT reasonably believes that the information contained in the investment proposal is insufficient for it to make an investment decision, and notifies the Manager of same, the Manager must make reasonable commercial efforts to provide the REIT with such further information as is requested by the REIT and the REIT will have up to 10 business days from receipt of such additional information to notify the Manager, in the form of an executed non-binding letter of intent and accompanying refundable deposit, if it intends to acquire the Proposed Disposition. If the REIT is unwilling to acquire the Proposed Disposition at the proposed price, the REIT may counter, in the form of an executed non-binding letter of intent, with a minimum reservation price, below which price the Manager would be unable to sell the Proposed Disposition to a third party for a period of 180 days, following which period any sale of the property would be considered a new Proposed Disposition. If the REIT notifies the Manager that it does not wish to acquire the Proposed Disposition, or the applicable period for the REIT providing notice to the Manager lapses, the Manager will be entitled to complete the sale of the Proposed Disposition within the following 180 days to any third party on terms not materially more favourable to the third party than those offered to the REIT. The right of first offer may be subject to the rights of lenders under certain loan documents securing properties in which the Manager has an interest.

# **Arrangements with G2S2**

## Overview

As at the date of this Annual Information Form, G2S2 (through its wholly-owned subsidiary, Armco Alberta Inc.), a corporation controlled by George Armoyan and Simé Armoyan, holds the following securities of the REIT:

- (a) 15,110,200 Units, representing approximately 17.71% of the outstanding Units on a nondiluted basis but including the outstanding Class B LP Units;
- (b) \$1,897,000 aggregate principal amount of 2018 Debentures. Assuming conversion of such 2018 Debentures as of the date of this Annual Information Form, G2S2 would indirectly own 344,909 Units, representing approximately 0.40% of the total issued and outstanding Units (assuming no changes to the number of issued and outstanding Units from the date of this Annual Information Form);
- (c) \$2,329,000 aggregate principal amount of 2021 Debentures. Assuming conversion of such 2021 Debentures as at the date of this Annual Information Form, G2S2 would indirectly own 358,308 Units, representing approximately 0.42% of the total issued and outstanding Units; and

(d) \$7,881,000 aggregate principal amount of 2022 Debentures. Assuming conversion of such 2022 Debentures as at the date of this Annual Information Form, G2S2 would indirectly own 1,432,909 Units, representing approximately 1.65% of the total issued and outstanding Units.

## Settlement Agreement

On February 15, 2023, the REIT and G2S2 entered into the Settlement Agreement pursuant to which, among other things:

- (a) G2S2 agreed to withdraw its then-outstanding requisition for a special meeting of Unitholders;
- (b) the REIT agreed (i) to increase the size of the Board to eight trustees, and (ii) to appoint George Armoyan and Jean-Charles Angers (together with any permitted replacements thereof under the Settlement Agreement, the "G2S2 Nominees") as trustees of the REIT, effective immediately upon the execution of the Settlement Agreement;
- (c) provided that G2S2 and its affiliates beneficially own, or exercise control or direction over, no less than 10% of the outstanding voting units of the REIT (on a partially diluted basis), as at the date of the related management information circular and that the G2S2 Nominees are willing to stand for election as trustees of the REIT, the REIT agreed to include the G2S2 Nominees on the slate of persons to be nominated for election as trustees of the REIT at the annual meeting of Unitholders to be held in 2023 (the "2023 Meeting") and 2024 (the "2024 Meeting") and to solicit proxies in support of them; and
- (d) G2S2 agreed to vote, and cause its affiliates that are beneficial owners of, or that exercise control or direction over, units of the REIT entitled to vote on the election of trustees to vote, in favour of the nominees of the Board for election as trustees at the 2023 Meeting, the 2024 Meeting and at any special meeting of Unitholders held prior to the termination of the Settlement Agreement.

The G2S2 Nominees are governed by the same obligations regarding confidentiality, conflicts of interest, fiduciary duties, trading and disclosure policies and other governance guidelines as are currently applicable to all trustees of the Board, as well as entitled to the same protections, rights and benefits, in each case in accordance with applicable law and the Declaration of Trust.

The Settlement Agreement also provides that, without the prior written consent of the REIT (acting through the Board), G2S2 will not, and will cause its affiliates not to, directly or indirectly, do any of the following during the term of the Settlement Agreement (collectively, the "**Restrictions**"):

- (a) acquire, or seek to acquire (i) beneficial ownership of any outstanding units of the REIT which, together with other outstanding units beneficially owned by G2S2 and any joint actors, would constitute more than 20% of outstanding voting units of the REIT, or (ii) beneficial ownership of any securities of the REIT, which together with other units of the REIT or securities that are convertible into units of the REIT beneficially owned by G2S2 or any joint actors, would constitute more than 25% of outstanding units of the REIT (on a fully-diluted basis assuming the conversion of all outstanding convertible securities of the REIT);
- (b) engage in, participate in or initiate, any solicitation of proxies with respect to the voting of any units of the REIT:
- (c) make certain public statements or public proposals regarding certain REIT matters as set out in the Settlement Agreement;
- (d) deposit any units of the REIT in any voting trust or subject any units of the REIT to any arrangement or agreement with respect to the voting of any such units;

- (e) seek, to requisition a meeting of Unitholders, obtain representation on the Board, or otherwise alter the composition of the Board:
- (f) make or support, any take-over bid (as defined in applicable securities laws) for any securities of the REIT or other unsolicited acquisition, merger, amalgamation, arrangement, re-structuring or other similar transaction related to the REIT or any of its affiliates or any of their assets; or
- (g) enter into any discussions, agreements or understandings with any person with respect to or in contemplation of the foregoing, or encourage any person to take any action inconsistent with the foregoing or take any action or propose to take any action with respect to any of the foregoing, in each case, other than (1) the actions of any G2S2 Nominees in their role as a trustee of the REIT, and (2) as contemplated by the Settlement Agreement.

The Restrictions will terminate automatically upon the event of a material breach by the REIT of its obligations under the Settlement Agreement that is not cured by the REIT within the prescribed notice period or if a person or group of persons, each that is arm's length to G2S2, (A) commences a transaction, the result of which would be the direct or indirect acquisition of 40.0% or more of the units of the REIT, or (B) enters into a transaction with the REIT that would result in the direct or indirect acquisition of assets of the REIT constituting 40.0% or more of the consolidated assets of the REIT or representing 40% or more of the REIT's consolidated revenues.

Except as otherwise provided in the Settlement Agreement, the Settlement Agreement will terminate on the close of business day on the earlier of (i) the day following the 2024 Meeting, and (ii) June 30, 2024.

### Amended Settlement Agreement

On January 12, 2024, the REIT announced that G2S2 agreed to vote in favour of a special resolution to amend the Declaration of Trust to remove the Restriction, put forward for approval at the Special Meeting of Unitholders held on January 15, 2024, subject to the REIT's agreement to vary the proposed amendment to provide that the removal of the Restriction shall only apply until December 31, 2025 rather than indefinitely. See "General Development of the Business – Three Year History – Amended Declaration of Trust".

In connection with the above, the REIT and G2S2 agreed to amend the Settlement Agreement to, among other things, (i) reduce the size of the Board from eight to six trustees at the REIT's next annual general meeting, and (ii) to terminate certain restrictions applicable to G2S2 including restrictions on G2S2 acquiring additional securities of the REIT. G2S2 also agreed to provide credit support for certain obligations that the REIT has undertaken in connection with its pursuit of leasing opportunities, such as tenant inducements.

#### **BORROWING AND CREDIT FACILITIES**

## Overview

The REIT's overall borrowing policy is to obtain secured mortgage financing, with a term to maturity that is appropriate having regard to the lease maturity profile for each property and which allows the REIT to: (i) achieve and maintain staggered debt maturities to lessen exposure to interest rate fluctuations and refinancing risk in any particular period, (ii) extend loan terms when borrowing conditions are favourable, and (iii) provide flexibility with respect to property operations. The REIT's overall borrowing policy is to obtain secured mortgage financing, with a term to maturity that is appropriate having regard to the lease maturity profile for each property and which allows the REIT to: (i) achieve and maintain staggered debt maturities to lessen exposure to interest rate fluctuations and re-financing risk in any particular period, (ii) extend loan terms when borrowing conditions are favourable, and (iii) provide flexibility with respect to property operations. Management's target is to reduce the REIT's total indebtedness to below 65% of its gross book value by executing on the Portfolio Realignment Plan to decrease leverage and generate equity to pay down the REIT's revolving credit and operating facilities. Subject to market conditions and the business of the REIT,

management's medium-term target is to maintain total indebtedness below 65%. The success of this strategy is dependent upon debt market conditions at borrowing, as well as the characteristics of the underlying assets being financed in addition to the success of its Portfolio Realignment Plan. If this strategy is unsuccessful, debt principal repayments may need to be funded by operating cash flows, additional draws under the REIT's revolving credit and operating facilities, or by issuances of equity or debt securities, and if such funding is not sufficiently available and the REIT's gross book value declines further, total indebtedness may exceed further past 65% of the REIT's gross book value or past the current level of total indebtedness.

The Declaration of Trust previously provided that the REIT may not incur or assume any indebtedness if, after giving effect to the incurring or assumption of such indebtedness, the total indebtedness of the REIT would be more than 65% of the GBV of its assets (including convertible debentures). On January 15, 2024, a special resolution of the Unitholders was passed to amend the Declaration of Trust to remove this restriction on indebtedness until December 31, 2025. The Restriction will be revived from and after January 1, 2026. See "General Development of the Business – Three Year History – Amended Declaration of Trust".

Interest rates and debt maturities will be reviewed regularly by the Trustees to ensure there is an appropriate debt management strategy. The REIT intends to finance its operations with a combination of, fixed rate secured debt with staggered maturities and to a lesser extent floating rate secured short-term, revolving and/or construction debt. Fixed rate debt is expected to be comprised primarily of first charge mortgages. The REIT intends to satisfy repayments and capital expenditure in future years with a combination of re-financing the REIT's existing mortgages, working capital and with the REIT's revolving credit facility.

The total indebtedness of the REIT as at December 31, 2023 was 67.7% of total assets.

## **Revolving Credit Facility**

On October 14, 2020, a syndicate of lenders provided the REIT with facilities of \$300.0 million (being \$280.0 million as revolving credit facility and \$20.0 million as a swingline credit facility) and U.S. \$60.0 million bearing interest at Bankers' acceptance plus 275 basis points and U.S. LIBOR plus 275 basis points, respectively, or prime plus 175 basis points (the "**Revolving Credit Facility**"), with a maturity of October 14, 2022. A standby fee of 0.6875% was charged quarterly in arrears on the average daily undrawn amount. The proceeds of the Revolving Credit Facility were used to repay and cancel the REIT's credit facilities, term loan and one mortgage. At the time of funding, the Revolving Credit Facility was secured by seventeen investment properties, two parking lots and the REIT's hotel asset, including 5404 36th Street SE in Calgary, Alberta which was disposed of on December 22, 2020 and removed as facility security.

In October 2021, the REIT amended its Revolving Credit Facility, extending the maturity date to October 14, 2023 and decreasing the margin by 50 basis points. The aggregate Canadian revolving and swingline credit commitment was reduced to \$285 million on the disposition of 1 Eva Road.

In October 2022, the REIT amended and restated its Revolving Credit Facility, extending the maturity date to October 14, 2024. The Canadian revolving credit commitment was reduced to \$240.0 million, the swingline commitment remained at \$20.0 million and the U.S. revolving credit commitment was reduced to U.S.\$56.1 million, the drawn amount was unaffected. The interest rate benchmark on the U.S. revolver was amended from U.S. LIBOR to Term SOFR.

On November 14, 2023, the REIT entered into a second amendment and restatement of the Revolving Credit Facility. The maturity date remains October 14, 2024. The Canadian revolving credit commitment was reduced to \$232.0 million, the swingline commitment remained at \$20.0 million, and the U.S. revolving credit commitment was reduced to U.S. \$43.7 million. In connection with the second amendment and restatement, the Revolving Credit Facility was amended to provide for certain mandatory prepayments in connection with sales of assets and certain milestones in connection with those mandatory prepayments. In particular, the REIT has agreed to (a) reduce the Canadian revolving credit commitment to \$150.0 million by June 30, 2024; (b) reduce the Canadian revolving credit commitment to \$100.0 million by September 30, 2024, and (c) reduce the U.S. revolving credit commitment to U.S. \$38.0 million by June 30, 2024, which milestones will be met as a result of the mandatory prepayments of 66 2/3% of the net proceeds relating to asset sales. The mandatory

prepayments are subject to certain carveouts which allow for certain asset sales to proceed prior to the mandatory prepayment requirements being triggered.

As at December 31, 2023, the security for the Revolving Credit Facility includes: Kings Place, Brunswick Square, Cabot Place, TD Place, 280 Broadway, 84-86 Chain Lake, 1189 Colonel Sam Drive, Saskatchewan Place, 570 Queen Street, 81 Albert Street, Flin Flon Walmart, Blue Cross Centre, 2285 Speakman Drive, 2251 Speakman Drive and 20 South Clark and the two parking lots located at 286 Broadway Avenue and 68 Smith Street. The Revolving Credit Facility is used by the REIT for general corporate purposes and acquisitions.

The amount available for drawdown under the Revolving Credit Facility is set by the net operating income and the appraised values of the secured properties, at December 31, 2023, up to a maximum of \$252.0 million and U.S. \$43.7 million, subject to achieving a minimum occupancy threshold by the secured properties. As at December 31, 2023, there was \$249.8 million and U.S, \$43.7 million outstanding on the Revolving Credit Facility, which was compliant with its financial covenants.

The ability of the REIT to borrow under the Revolving Credit Facility remains subject to the limitations on indebtedness in the Declaration of Trust. The Revolving Credit Facility provides the REIT with flexibility to add or remove properties from the borrowing base, subject to compliance with certain conditions.

## **Term Loan Facility**

On April 5, 2022, in connection with the Yew Grove Acquisition, the REIT and Allied Irish Banks, p.l.c. entered into a five year term loan facility to fully refinance a bridge facility taken on for the Yew Grove acquisition in the aggregate of €93.6 million ("**Term Loan Facility**"), maturing in April 2027, secured by the 23 properties in Ireland.

As at December 31, 2023, the REIT had €93.6 outstanding balance on the Term Loan Facility, and the REIT was in compliance with all financial covenants.

## **Outstanding Mortgages**

As at December 31, 2023, the REIT had \$595.7 million of mortgages payable, bearing a weighted average interest rate of 6.29%. This rate reflects the prevailing interest rates at arrangement for all debts assumed in conjunction with property acquisitions. The mortgages payable have a weighted average term to maturity of 1.6 years. The following table outlines the REIT's principal payments and maturities by year, together with annual weighted average interest rates:

For the Periods Ending	Annual Principal Payments (000's)	Principal Repayments on Maturity (000's)	Total (000's)	Percentage	Weighted Average Contractual Interest Rate on Maturing Debt
December 31, 2024	5,841	147,333	153,174	25.7%	7.93%
December 31, 2025	4,888	389,464	394,352	66.2%	5.87%
December 31, 2026	3,317	28,000	31,314	0.6%	4.28%
December 31, 2027	3,314	28,000	31,314	5.3%	4.55%
December 31, 2028	2,548	0	2,548	0.4%	4.38%
Thereafter	4,971	5,895	10,866	1.8%	4.38%
\$	24,879	570,692	595,571	100.0%	6.29%

## Debt Refinancing

On August 23, 2023, the REIT announced the refinancing of mortgage loans on two of its Greater Toronto Area assets, collectively totaling approximately \$127.5 million. A \$34 million mortgage on the REIT's joint venture properties located at the Woodbine and Steeles Corporate Centre in Markham, Ontario was refinanced with a two-year \$37.5 million mortgage. Additionally, a \$95.9 million mortgage on the REIT's properties at the West Metro Corporate Centre in Toronto, Ontario was refinanced with a one-year mortgage of up to \$90.0 million, extendable by a further year. In connection with the closing of this refinancing, the REIT now owns 100% of West Metro Corporate Centre.

On November 14, 2023, the REIT extended the term of its \$16.7 million mortgage relating to the property at Sheridan Exchange in Mississauga, Ontario. Subsequently, the REIT disposed of this property on February 1, 2024.

#### **DECLARATION OF TRUST**

#### General

The REIT is an unincorporated open-ended real estate investment trust established pursuant to the Declaration of Trust under, and governed by, the laws of the Province of Ontario. Although the REIT currently qualifies as a "mutual fund trust" as defined in the Tax Act, the REIT will not be a "mutual fund" as defined by applicable securities legislation. The following section is a summary which does not purport to be complete with respect to the material attributes of the Declaration of Trust. Reference should be made to the Declaration of Trust for the full text of its provisions. A copy of the Declaration of Trust is available on SEDAR+ at <a href="https://www.sedarplus.ca">www.sedarplus.ca</a>.

# **Meetings of Unitholders**

The Declaration of Trust provides that meetings of Unitholders will be required to be called and held in various circumstances, including (i) for the election or removal of Trustees, (ii) the appointment or removal of the auditors, (iii) the approval of amendments to the Declaration of Trust (except as described below under "Amendments to Declaration of Trust"), (iv) the sale or transfer of the assets of the REIT as an entirety or substantially as an entirety (other than as part of an internal reorganization of the assets of the REIT approved by the Trustees), (v) the termination of the REIT, and (vi) for the transaction of any other business as the Trustees may determine or as may be properly brought before the meeting. Meetings of Unitholders will be called and held annually for the election of the Trustees and the appointment of the auditors. All meetings of Unitholders must be held in Canada.

A meeting of Unitholders may be convened at any time and for any purpose by the Trustees and must be convened, except in certain circumstances, if requisitioned in writing by the holders of not less than 10% of the voting Units then outstanding. A requisition must state in reasonable detail the business proposed to be transacted at the meeting. Unitholders have the right to obtain a list of Unitholders to the same extent and upon the same conditions as those which apply to shareholders of a corporation governed by the CBCA.

Unitholders may attend and vote at all meetings of Unitholders either in person or by proxy. A quorum for any meeting of the Unitholders shall be individuals present in person or represented by proxy, not being less than two in number and such persons holding or representing by proxy in aggregate not less than 25% of the total number of outstanding Units, provided that if the REIT has only one Unitholder, the Unitholder present in person or by proxy constitutes a meeting and a quorum for such meeting. If a quorum is present at the opening of a meeting, the Unitholders may proceed with the business of the meeting, notwithstanding that a quorum is not present throughout the meeting. The chairperson of any meeting at which a quorum of Unitholders is present may, with the consent of the majority of the Unitholders present in person or by proxy, adjourn such meeting and no notice of any such adjournment need be given. In the event of such quorum not being present at the appointed place on the date for which the meeting is called within 30 minutes after the time fixed for the holding of such meeting, the meeting, if called by request of Unitholders, shall be terminated and, if otherwise

called, shall stand adjourned to such day being not less than 14 days later and to such place and time as may be appointed by the chairperson of the meeting. If at such adjourned meeting a quorum as above defined is not present, the Unitholders present either personally or by proxy shall form a quorum, and any business may be brought before or dealt with at such an adjourned meeting which might have been brought before or dealt with at the original meeting in accordance with the notice calling the same.

Holders of Special Voting Units will have an equal right to be notified of, attend and participate in meetings of Unitholders. Pursuant to the Declaration of Trust, a resolution in writing executed by all of the Unitholders entitled to vote on that resolution at a meeting of Unitholders is valid as if it had been passed at a meeting of Unitholders.

#### **Advance Notice Provision**

The Declaration of Trust includes certain advance notice provisions (the "Advance Notice Provision"), which will: (i) facilitate orderly and efficient annual general meetings or, where the need arises, special, meetings; (ii) ensure that all Unitholders receive adequate notice of the Trustee nominations and sufficient information with respect to all nominees; and (iii) allow Unitholders to register an informed vote.

Except as otherwise provided in the Declaration of Trust, only persons who are nominated by Unitholders in accordance with the Advance Notice Provision shall be eligible for election as Trustees. Nominations of persons for election to the Board of Trustees may be made for any annual meeting of Unitholders, or for any special meeting of Unitholders if one of the purposes for which the special meeting was called was the election of Trustees: (a) by or at the direction of the Board of Trustees, including pursuant to a notice of meeting; (b) by or at the direction or request of one or more Unitholders pursuant to a requisition of the Unitholders made in accordance with the Declaration of Trust; or (c) by any person (a "Nominating Unitholder"): (A) who, at the close of business on the date of the giving of the notice provided for below and on the record date for notice of such meeting, is entered in the REIT's register as a holder of one or more Units carrying the right to vote at such meeting or who beneficially owns Units that are entitled to be voted at such meeting; and (B) who complies with the notice procedures set forth in the Advance Notice Provision.

In addition to any other applicable requirements, for a nomination to be made by a Nominating Unitholder, the Nominating Unitholder must have given timely notice thereof in proper written form to the Trustees. To be timely, a Nominating Unitholder's notice to the Trustees must be made: (a) in the case of an annual meeting of Unitholders, not less than 30 days prior to the date of the annual meeting of Unitholders; provided, however, that in the event that the annual meeting of Unitholders is to be held on a date that is less than 50 days after the date (the "**Notice Date**") that is the earlier of the date that a notice of meeting is filed for such meeting or the date on which the first public announcement of the date of the annual meeting was made, notice by the Nominating Unitholder may be made not later than the close of business on the tenth (10<sup>th</sup>) day following the Notice Date; and (b) in the case of a special meeting (which is not also an annual meeting) of Unitholders called for the purpose of electing Trustees (whether or not called for other purposes), not later than the close of business on the fifteenth (15<sup>th</sup>) day following the day that is the earlier of the date that a notice of meeting is filed for such meeting or the date on which the first public announcement of the date of the special meeting of Unitholders was made. Notwithstanding the foregoing, an adjournment or postponement of a meeting of Unitholders or the announcement thereof shall commence a new time period for the giving of a Nominating Unitholder's notice, in accordance with the requirements described above.

To be in proper written form, a Nominating Unitholder's notice to the Trustees must set forth: (a) as to each person whom the Nominating Unitholder proposes to nominate for election as a Trustee: (A) the name, age, business address and residential address of the person; (B) the principal occupation or employment of the person; (C) the class or series and number of Units or Special Voting Units which are controlled or which are owned beneficially or of record by the person as of the record date for the meeting of Unitholders (if such date shall then have been made publicly available and shall have occurred) and as of the date of such notice; and (D) any other information relating to the person that would be required to be disclosed in a dissident's proxy circular in connection with solicitations of proxies for election of Trustees pursuant to applicable Securities Laws (as defined in the Declaration of Trust); and (b) as to the Nominating Unitholder giving the notice, any proxy, contract, arrangement, understanding or relationship pursuant to which such Nominating Unitholder

has a right to vote any Units and any other information relating to such Nominating Unitholder that would be required to be made in a dissident's proxy circular in connection with solicitations of proxies for election of Trustees pursuant to applicable Securities Laws (as defined in the Declaration of Trust). The REIT may require any proposed nominee to furnish such other information as may reasonably be required by the REIT to determine the eligibility of such proposed nominee to serve as an independent Trustee of the REIT or that could be material to a reasonable Unitholder's understanding of the independence, or lack thereof, of such proposed nominee. Notwithstanding the foregoing, the REIT shall not request other information that: (i) exceeds what is required in a dissident proxy circular; (ii) goes beyond what is necessary to determine trustee nominee qualifications, relevant experience, unitholding or voting interest in the REIT, or independence in the same manner as would be required for management nominees; or (iii) goes beyond what is required under law or regulation.

The chairperson of the meeting shall have the power and duty to determine whether a nomination was made in accordance with the procedures set forth in the foregoing provisions and, if any proposed nomination is not in compliance with such foregoing provisions, to declare that such defective nomination shall be disregarded. Notwithstanding the foregoing, the Board of Trustees may, in its sole discretion, waive any requirement in the Advance Notice Provision.

## **Amendments to Declaration of Trust**

The Declaration of Trust may be amended or altered from time to time. Certain amendments require approval by at least two-thirds of the votes cast at a meeting of Unitholders called for such purpose. Other amendments to the Declaration of Trust require approval by a majority of the votes cast at a meeting of Unitholders called for such purpose.

Except as described below, the following amendments, among others, require the approval of two-thirds of the votes cast by all Unitholders at a meeting:

- (a) an exchange, reclassification or cancellation of all or part of the Units, Special Voting Units or Preferred Units;
- (b) the addition, change or removal of the rights, privileges, restrictions or conditions attached to the Units, Special Voting Units or Preferred Units;
- (c) any constraint of the issue, transfer or ownership of the Units, Special Voting Units or Preferred Units or the change or removal of such constraint;
- (d) the sale or transfer of the assets of the REIT as an entirety or substantially as an entirety (other than as part of an internal reorganization of the assets of the REIT approved by the Trustees and not prejudicial to Unitholders);
- (e) the termination of the REIT (other than as part of an internal reorganization of the assets of the REIT approved by the Trustees and not prejudicial to Unitholders); and
- (f) the combination, amalgamation or arrangement of any of the REIT or its subsidiaries with any other entity (other than as part of an internal reorganization of the assets of the REIT approved by the Trustees and not prejudicial to Unitholders); and except as described herein, the amendment of the investment guidelines and operating policies of the REIT. See "Declaration of Trust Amendments to Investment Guidelines and Operating Policies".

Notwithstanding the foregoing, the Trustees may, without the approval of or notice to the Unitholders, make certain amendments to the Declaration of Trust, including amendments:

(a) aimed at ensuring continuing compliance with applicable laws, regulations, requirements or policies of any governmental authority having jurisdiction over: (i) the Trustees or the REIT; (ii) the status of

the REIT as a "mutual fund trust" under the Tax Act; or (iii) the distribution of Units;

- (b) which, in the opinion of the Trustees, provide additional protection for the Unitholders;
- (c) to remove any conflicts or inconsistencies in the Declaration of Trust or to make minor corrections which are, in the opinion of the Trustees, necessary or desirable and not prejudicial to the Unitholders:
- (d) which, in the opinion of the Trustees, are necessary or desirable to remove conflicts or inconsistencies between the disclosure in any information circular, prospectus, offering memorandum or similar document and the Declaration of Trust:
- (e) of a minor or clerical nature or to correct typographical mistakes, ambiguities or manifest omissions or errors, which amendments, in the opinion of the Trustees, are necessary or desirable and not prejudicial to the Unitholders;
- (f) which, in the opinion of the Trustees, are necessary or desirable: (i) to ensure continuing compliance with IFRS; or (ii) to ensure the Units qualify as equity for purposes of IFRS;
- (g) which, in the opinion of the Trustees, are necessary or desirable to enable the REIT to implement a Unit option or purchase plan or issue Units for which the purchase price is payable in instalments;
- (h) which, in the opinion of the Trustees, are necessary or desirable and not prejudicial to the Unitholders, (i) to create and issue one or more new classes of Preferred Units (each of which may be comprised of unlimited series) that rank in priority to the Units and Special Voting Units (in payment of distributions and in connection with any termination or winding-up of the REIT), and/or (ii) to remove the redemption right attaching to the Units and convert the REIT into a closed-end limited purpose trust;
- (i) which, in the opinion of the Trustees, are necessary or desirable for the REIT to qualify for a particular status under, or as a result of changes in, taxation or other laws, or the interpretation of such laws, including to qualify for the definition of "real estate investment trust" in the Tax Act or to otherwise prevent the REIT or any of its subsidiaries from becoming subject to tax under the SIFT Legislation;
- (j) to create one or more additional classes of units solely to provide voting rights to holders of shares, units or other securities that are exchangeable for Units entitling the holder thereof to a number of votes not exceeding the number of Units into which the exchangeable shares, units or other securities are exchangeable or convertible but that do not otherwise entitle the holder thereof to any rights with respect to the REIT's property or income other than a return of capital; and
- (k) for any purpose (except one in respect of which a Unitholder vote is specifically otherwise required) which, in the opinion of the Trustees, is not prejudicial to Unitholders and is necessary or desirable.

Pursuant to the Declaration of Trust, no amendment shall be made that limits or alters the nomination rights of the Manager without the express written consent of the Manager, provided that the Manager and its affiliates hold, directly or indirectly, at least a 10% ownership interest in the REIT, calculated on a fully-diluted basis.

## **Redemption Right**

Units are redeemable at any time on demand by the holders thereof upon delivery to the REIT of a duly completed and properly executed notice requesting redemption in a form reasonably acceptable to the Trustees, together with written instructions as to the number of Units to be redeemed. A Unitholder not otherwise holding a fully registered Unit certificate who wishes to exercise the redemption right will be

required to obtain a redemption notice form from the Unitholder's investment dealer who will be required to deliver the completed redemption notice form to the REIT and to CDS Clearing and Depository Services ("CDS"). Upon receipt of the redemption notice by the REIT, all rights to and under the Units tendered for redemption shall be surrendered and the holder thereof will be entitled to receive a price per Unit (the "Redemption Price") equal to the lesser of:

- (a) 90% of the "Market Price" of a Unit calculated as of the date on which the Units were surrendered for redemption (the "**Redemption Date**"); and
- (b) 100% of the "Closing Market Price" on the Redemption Date.

For purposes of this calculation, the "Market Price" of a Unit as at a specified date will be:

- (a) an amount equal to the weighted average trading price of a Unit on the principal exchange or market on which the Units are listed or quoted for trading during the period of 10 consecutive trading days ending on such date;
- (b) an amount equal to the weighted average of the closing market prices of a Unit on the principal exchange or market on which the Units are listed or quoted for trading during the period of 10 consecutive trading days ending on such date, if the applicable exchange or market does not provide information necessary to compute a weighted average trading price; or
- (c) if there was trading on the applicable exchange or market for fewer than five of the 10 trading days, an amount equal to the simple average of the following prices established for each of the 10 consecutive trading days ending on such date: the simple average of the last bid and last asking price of the Units for each day on which there was no trading; the closing price of the Units for each day that there was trading if the exchange or market provides a closing price; and the simple average of the highest and lowest prices of the Units for each day that there was trading, if the market provides only the highest and lowest prices of Units traded on a particular day.

The "Closing Market Price" of a Unit for the purpose of the foregoing calculations, as at any date will be:

- (a) an amount equal to the weighted average trading price of a Unit on the principal exchange or market on which the Units are listed or quoted for trading on the specified date and the principal exchange or market provides information necessary to compute a weighted average trading price of the Units on the specified date;
- (b) an amount equal to the closing price of a Unit on the principal market or exchange if there was a trade on the specified date and the principal exchange or market provides only a closing price of the Units on the specified date;
- (c) an amount equal to the simple average of the highest and lowest prices of the Units on the principal market or exchange, if there was trading on the specified date and the principal exchange or market provides only the highest and lowest trading prices of the Units on the specified date; or
- (d) the simple average of the last bid and last asking prices of the Units on the principal market or exchange, if there was no trading on the specified date.

If Units are not listed or quoted for trading in a public market, the Redemption Price will be the fair market value of the Units, which will be determined by the Trustees in their sole discretion.

The aggregate Redemption Price payable by the REIT in respect of any Units surrendered for redemption during any calendar month will be paid by cheque, drawn on a Canadian chartered bank or trust company in Canadian dollars within 30 days after the end of the calendar month in which the Units were tendered for redemption, provided that the entitlement of Unitholders to receive cash upon the redemption of their Units is

subject to the limitations that: (i) the total amount payable by the REIT in respect of such Units and all other Units tendered for redemption in the same calendar month must not exceed \$50,000 (provided that such limitation may be waived at the discretion of the Trustees); (ii) on the date such Units are tendered for redemption, the outstanding Units must be listed for trading on the TSX or traded or quoted on any other stock exchange or market which the Trustees consider, in their sole discretion, provides representative fair market value prices for the Units; (iii) the normal trading of Units is not suspended or halted on any stock exchange on which the Units are listed (or, if not listed on a stock exchange, in any market where the Units are quoted for trading) on the Redemption Date or for more than five trading days during the 10-day trading period commencing immediately before the Redemption Date; and (iv) the redemption of the Units must not result in the delisting of the Units the principal stock exchange on which the Units are listed.

Cash payable on redemptions will be paid *pro rata* to all Unitholders tendering Units for redemption in any month. To the extent a Unitholder is not entitled to receive cash upon the redemption of Units as a result of any of the foregoing limitations, then the balance of the Redemption Price for such Units will, subject to any applicable regulatory approvals, be paid and satisfied by way of a distribution *in specie* to such Unitholder of Redemption Notes. In the event of distributions of Redemption Notes, each Redemption Note so distributed to the redeeming holder of Units shall be in the principal amount of \$100 or such other amount as may be determined by the Trustees. No fractional Redemption Notes shall be distributed and where the number of Redemption Notes to be received upon redemption by a holder of Units would otherwise include a fraction, that number shall be rounded down to the next lowest whole number. The Trustees may deduct or withhold from all payments or other distributions payable to any Unitholder pursuant to the Declaration of Trust all amounts required by law to be so withheld. Where the REIT makes a distribution *in specie* on the redemption of Units of a Unitholder, the REIT currently intends to allocate to that Unitholder any capital gain or income realized by the REIT on or in connection with such distribution.

# Purchase of Units by the REIT

The REIT may from time to time purchase Units in accordance with applicable securities legislation and the rules prescribed under applicable stock exchange and regulatory policies. Any such purchase will constitute an "issuer bid" under Canadian provincial securities legislation and must be conducted in accordance with the applicable requirements thereof.

## **Take-Over Bids**

The Declaration of Trust contains provisions to the effect that if a take-over bid or issuer bid is made for Units within the meaning of the *Securities Act* (Ontario) and not less than 90% of the Units (other than Units held at the date of the take-over bid by or on behalf of the offeror or associates or affiliates of the offeror) are taken up and paid for by the offeror, the offeror will be entitled to acquire the Units held by Unitholders who do not accept the offer either, at the election of each Unitholder, on the terms offered by the offeror or at the fair value of such Unitholder's Units determined in accordance with the procedures set out in the Declaration of Trust.

The Declaration of Trust and the Exchange Agreement will provide that in the event that a non-exempt take-over bid from a person acting at arm's length to holders of Class B LP Units (or any affiliate or associate thereof) is made for Units, unless the take-over bid is structured to permit holders of LP Units to both exchange and tender conditional on take- up, then, from and after the first take-up of Units under the said take-over bid (provided that not less than 25% of the Units other than Units held at the date of the take-over bid by the offeror or associates or affiliates of the offeror are so taken up) the terms and conditions of the LP Units will be amended such that the exchange ratio shall be varied to equal 110% of the exchange ratio then in effect (such that on conversion, exercise or exchange the holder shall receive 1.1 Units for each Unit that the holder would otherwise have received). Notwithstanding any adjustment on completion of an exclusionary offer as described above, the distribution rights attaching to the LP Units will also not be adjusted until the exchange right is actually exercised.

## **Issuance of Units**

The REIT may issue new Units from time to time, in such manner, for such consideration and to such person or persons as the Trustees shall determine. Unitholders will not have any pre-emptive rights whereby additional Units proposed to be issued would be first offered to existing Unitholders, except that for so long as the Manager continues to hold at least a 10% voting interest in the REIT, the Manager will have the pre-emptive right, subject to any applicable regulatory approvals, to purchase additional Units issued by the REIT to maintain its *pro rata* voting interest in the REIT. If the Trustees determine that the REIT does not have cash in an amount sufficient to make payment of the full amount of any distribution, the payment may include the issuance of additional Units having a value equal to the difference between the amount of such distribution and the amount of cash which has been determined by the Trustees to be available for the payment of such distribution.

The REIT may also issue new Units (i) as consideration for the acquisition of new properties or assets by it, at a price or for the consideration determined by the Trustees or (ii) pursuant to any incentive or option plan established by the REIT from time to time, including the Plan. See "Distribution Policy and History".

The Declaration of Trust also provides that immediately after any *pro rata* distribution of Units to all Unitholders in satisfaction of any non-cash distribution, the number of outstanding Units will be consolidated so that each Unitholder will hold, after the consolidation, the same number of Units as the Unitholder held before the non-cash distribution. In this case, each certificate representing a number of Units prior to the non-cash distribution is deemed to represent the same number of Units after the non-cash distribution and the consolidation. Where amounts distributed represent income, Non-Resident holders will be subject to withholding tax and the consolidation will not result in such Non-Resident Unitholders holding the same number of Units. Such Non-Resident Unitholders will be required to surrender the certificates (if any) representing their original Units in exchange for a certificate representing post-consolidation Units.

## **Transfer and Exchange of Units**

Transfers of beneficial ownership of Units will be effected through records maintained by CDS or its nominees (with respect to interests of participants) and on the records of participants (with respect to interests of persons other than participants). Unless the REIT elects, in its sole discretion, to prepare and deliver definitive certificates representing the Units, beneficial owners who are not participants in the bookentry system administered by CDS, but who desire to purchase, sell or otherwise transfer ownership, may do so only through participants in the book- entry system administered by CDS.

The ability of a beneficial owner of an interest in a Unit to pledge the Unit or otherwise take action with respect to such owner's interest in the Unit (other than through a participant) may be limited due to the lack of a physical certificate.

Registered holders of definitive certificates representing Units may transfer such Units upon payment of taxes or other charges incidental thereto, if any, by executing and delivering a form of transfer together with the Unit certificates to the registrar for the Units at its principal office in the City of Toronto, Ontario or such other city or cities as may from time to time be designated by the REIT, whereupon new Unit certificates will be issued in authorized denominations in the same aggregate principal amount as the Unit certificates so transferred, registered in the name of the transferees.

## **Limitation on Non-Resident Ownership**

In order for the REIT to maintain its status as a "mutual fund trust" under the Tax Act, the REIT must not be established or maintained primarily for the benefit of Non-Residents (within the meaning of the Tax Act). Accordingly, at no time may Non-Residents be the beneficial owners of more than 49% of the Units and the Trustees will inform the transfer agent and registrar of this restriction. The Trustees may require declarations as to the jurisdictions in which beneficial owners of Units are resident. If the Trustees become aware, as a result of requiring such declarations as to beneficial ownership or otherwise, that the beneficial

owners of 49% of the Units then outstanding are, or may be, Non-Residents or that such a situation is imminent, the Trustees may make a public announcement thereof and will not accept a subscription for Units from or issue Units to a person unless the person provides a declaration that the person is not a Non-Resident. If, notwithstanding the foregoing, the Trustees determine that more than 49% of the Units are held by Non-Residents, the Trustees may send a notice to Non-Resident holders of Units, chosen in inverse order to the order of acquisition or registration or in such manner as the Trustees may consider equitable and practicable, requiring them to sell their Units or a portion thereof within a specified period of not less than 60 days. If the Unitholders receiving such notice have not sold the specified number of Units or provided the Trustees with satisfactory evidence that they are not Non-Residents within such period, the Trustees may, on behalf of such Unitholders sell such Units and, in the interim, must suspend the voting and distribution rights attached to such Units. Upon such sale the affected holders will cease to be holders of Units and their rights will be limited to receiving the net proceeds of sale, subject to the right to receive payment of any distribution declared by the Trustees which is unpaid and owing to such Unitholders. The Trustees will have no liability for the amount received provided that they act in good faith. Pursuant to the Office I LP Limited Partnership Agreement, Class B LP Units of Office I LP, which are economically equivalent to Units, are not permitted to be transferred. Pursuant to each of the Limited Partnership Agreements, the Manager, as holder of the Class B LP Units, will agree not to take any action that would result in the Class B LP Units being held by a Non-Resident. See "Material Subsidiaries".

# **Information and Reports**

The REIT will furnish to Unitholders such financial statements (including quarterly and annual financial statements) and other reports as are from time to time required by the Declaration of Trust and by applicable law. Prior to each meeting of Unitholders, the Trustees will provide the Unitholders (along with notice of such meeting) information as required by applicable tax and securities laws.

#### **Investment Guidelines**

The Declaration of Trust provides certain guidelines on investments that may be made directly or indirectly by the REIT. The assets of the REIT may be invested only in accordance with the following restrictions:

- (a) the REIT may only invest, directly or indirectly, in interests (including fee ownership and leasehold interests) in income-producing commercial real estate located in Canada, the United States, and Europe and assets ancillary thereto necessary for the operation of such real estate and such other activities as are consistent with the other investment guidelines of the REIT;
- (b) notwithstanding anything else contained in the Declaration of Trust, the REIT shall not make any investment, take any action or omit to take any action that would result in Units not being units of a "mutual fund trust" within the meaning of the Tax Act or that would result in the Units or not being qualified investments for Plans (within the meaning of the Declaration of Trust);
- (c) the REIT shall not make or permit any of its subsidiaries (including Office I LP and Office II LP) to make any investment that would result in: (i) the REIT or any of its subsidiaries being liable to pay a tax imposed under either paragraph 122(1)(b) or subsection 197(2) of the Tax Act; or (ii) the REIT ceasing to qualify as a "real estate investment trust" for purposes of the Tax Act;
- (d) the REIT shall not invest in any interest in a single real property if, after giving effect to the proposed investment, the cost to the REIT of such investment (net of the amount of debt incurred or assumed in connection with such investment) will exceed 20% of GBV at the time the investment is made;
- (e) the REIT may, directly or indirectly, invest in a joint venture arrangement for the purposes of owning interests or investments otherwise permitted to be held by the REIT; provided that such joint venture arrangement contains terms and conditions which, in the opinion of management, are commercially reasonable, including without limitation such terms and conditions relating to restrictions on the transfer, acquisition and sale of the REIT's and any joint venturer's interest in

the joint venture arrangement, provisions to provide liquidity to the REIT, provisions to limit the liability of the REIT and its Unitholders to third parties, and provisions to provide for the participation of the REIT in the management of the joint venture arrangement. Notwithstanding the foregoing, the REIT may from time to time enter into any joint venture arrangement which does not comply with the foregoing guidelines if the Trustees determine that the investment is desirable for the REIT and is otherwise in compliance with the investment guidelines and operating policies established in accordance with Declaration of Trust and in effect at such time. For purposes hereof, a joint venture arrangement is an arrangement between the REIT and one or more other persons pursuant to which the REIT, directly or indirectly, conducts an undertaking for one or more of the purposes set out in the investment guidelines of the REIT and in respect of which the REIT may hold its interest jointly or in common or in another manner with others either directly or through the ownership of securities of a corporation or other entity;

- (f) except for temporary investments held in cash, deposits with a Canadian chartered bank or trust company registered under the laws of a province of Canada, short-term government debt securities or money market instruments maturing prior to one year from the date of issue and except as permitted pursuant to the investment guidelines and operating policies of the REIT, the REIT may not hold securities of a person other than to the extent such securities would constitute an investment in real property (as determined by the Trustees) and provided further that, notwithstanding anything contained in the Declaration of Trust to the contrary, but in all events subject to paragraph (e) above, the REIT may acquire securities of other real estate investment trusts;
- (g) the REIT shall not invest in rights to or interests in mineral or other natural resources, including oil or gas, except as incidental to an investment in real property;
- (h) the REIT shall not invest, directly or indirectly, in operating businesses unless such investment is an indirect investment and is incidental to a transaction:
  - (i) where revenue will be derived, directly or indirectly, principally from real property; or
  - (ii) which principally involves the ownership, maintenance, development, improvement, leasing or management, directly or indirectly, of real property (in each case as determined by the Trustees);
- (i) the REIT shall not invest in raw land for development, except (i) for existing properties with additional development or properties adjacent to existing properties of the REIT for the purpose of the renovation or expansion of existing properties, or (ii) the development of new properties which will be capital property of the REIT, provided that the aggregate value of the investments of the REIT in raw land, excluding raw land under development, after giving effect to the proposed investment, will not exceed 5% of GBV:
- (j) the REIT may invest in mortgages and mortgage bonds (including participating or convertible mortgages) and similar instruments where:
  - (i) it intends to use the acquisition of the mortgages as a method of acquiring, directly or indirectly, an income-producing real property which would otherwise meet the investment guidelines of the REIT; or
  - (ii) the real property which is security therefor is income-producing real property which otherwise meets the other investment guidelines of the REIT, the loan is not in excess of 75% of the market value of the property securing the mortgage and the aggregate book value of the investments of the REIT in mortgages, after giving effect to the proposed investment, will not exceed 15% of GBV; and

- (iii) the REIT may also invest in mortgages where the: (i) mortgage is a vendor take-back mortgage granted to the REIT in connection with the sale by the REIT of an existing property and as a means of financing the purchaser's acquisition of such property from the REIT, (ii) mortgage is interest bearing, (iii) mortgage is registered on title to the real property which is security therefor, (iv) mortgage has maturity not exceeding five years, (v) amount of mortgage loan is not in excess of 85% of the selling price of the property securing the mortgage, and (vi) aggregate value of these mortgages, after giving effect to the proposed investment, will not exceed 15% of GBV of the REIT calculated at the time of such investment: and
- (k) the REIT may invest an amount (which, in the case of an amount invested to acquire real property, is the purchase price less the amount of any debt incurred or assumed in connection with such investment) up to 15% of the GBV of the REIT in investments which do not comply with one or more of paragraphs (a), (f), (h) and (i).

# **Operating Policies**

The Declaration of Trust provides that operations and affairs of the REIT are to be conducted in accordance with the following policies:

- (a) the REIT shall not purchase, sell, market or trade in currency or interest rate futures contracts otherwise than for hedging purposes where, for the purposes hereof, the term "hedging" has the meaning ascribed thereto by National Instrument 81-102 *Mutual Funds* adopted by the Canadian Securities Administrators, as replaced or amended from time to time;
  - (i) any written instrument creating an obligation which is or includes the granting by the REIT of a mortgage; and
  - (ii) to the extent practicable, any written instrument which creates a material obligation upon the REIT, shall contain a provision, or be subject to an acknowledgement to the effect, that the obligation being created is not personally binding upon, and that resort must not be had to, nor will recourse or satisfaction be sought from, by lawsuit or otherwise the private property of any of the Trustees, Unitholders, annuitants or beneficiaries under a plan of which a Unitholder acts as a trustee or carrier, or officers, employees or agents of the REIT, but that only property of the REIT or a specific portion thereof is bound; the REIT, however, is not required, but must use all reasonable efforts, to comply with this requirement in respect of obligations assumed by the REIT upon the acquisition of real property;
- (b) the REIT shall not lease or sublease to any tenant that is not an institutional tenant any real property, premises or space where that person and its affiliates would, after the contemplated lease or sublease, be leasing or subleasing real property, premises or space having a fair market value net of encumbrances in excess of 20% adjusted unitholders' equity;
- (c) the REIT may engage in construction or development of real property: (i) to maintain its real properties in good repair or to improve the income-producing potential of properties in which the REIT has an interest; and (ii) to develop new properties that will be capital properties of the REIT on completion, provided that the aggregate value of the investments of the REIT in properties under development after giving effect to the proposed investment in the construction or development, will not exceed 15% of GBV;
- (d) title to each real property shall be held by and registered in the name of the REIT, the Trustees or a corporation or other entity owned in whole or in part, directly or indirectly, by the REIT or jointly owned, directly or indirectly, by the REIT, with joint venturers;
- (e) from and after January 1, 2026, the REIT shall not incur or assume any indebtedness if, after giving

effect to the incurrence or assumption of such indebtedness, the total indebtedness of the REIT would be more than 65% of GBV (including convertible debentures); provided that, for greater certainty, this restriction is intended to have no application prior to January 1, 2026;

- the REIT shall not directly or indirectly guarantee any indebtedness or liabilities of any kind of a third party, except indebtedness or liabilities assumed or incurred by an entity in which the REIT holds an interest, directly or indirectly, or by an entity jointly owned by the REIT with joint venturers and operated solely for the purpose of holding a particular property or properties, where such indebtedness, if granted by the REIT directly, would cause the REIT to contravene its investment guidelines or operating policies. The REIT is not required but shall use its reasonable best efforts to comply with this requirement (i) in respect of obligations assumed by the REIT pursuant to the acquisition of real property; or (ii) if doing so is necessary or desirable in order to further the initiatives of the REIT permitted under the Declaration of Trust;
- (g) the REIT shall directly or indirectly obtain and maintain at all times property insurance coverage in respect of potential liabilities of the REIT and the accidental loss of value of the assets of the REIT from risks, in amounts, with such insurers, and on such terms as the Trustees consider appropriate, taking into account all relevant factors including the practice of owners of comparable properties;
- (h) no acquisition shall be made by the REIT nor any development undertaken unless and until the officers of the REIT have prepared and presented to the investment committee of the REIT or the Trustees, a written report containing their recommendation that the REIT make the investment together with a financial analysis of the estimated cost and projected return from the investment and such supplementary information and data (including, without limitation, underlying assumptions, proposed financing arrangements, leasing and economic and market data) as is reasonably necessary to evaluate the investment decision; and
- (i) the REIT shall obtain a Phase I ESA of each real property to be acquired by it and, if the Phase I ESA report recommends that a further ESA be conducted, the REIT shall have conducted such further ESAs, in each case by an independent and experienced environmental consultant; as a condition to any acquisition such assessments shall be satisfactory to the Trustees.

For the purpose of the foregoing investment guidelines and operating policies, the assets, liabilities and transactions of a corporation or other entity wholly or partially owned by the REIT will be deemed to be those of the REIT on a proportionate consolidation basis. In addition, any references in the foregoing investment guidelines and operating policies to investment in real property will be deemed to include an investment in a joint venture arrangement that invests in real property.

## **Amendments to Investment Guidelines and Operating Policies**

Pursuant to the Declaration of Trust, all of the investment guidelines set out under the heading "Investment Guidelines" and the operating policies contained in paragraphs (a), (b), (f), (g), (h) and (j), set out under the heading "Operating Policies" may be amended only with the approval of two-thirds of the votes cast by Unitholders of the REIT at a meeting of Unitholders called for such purpose. The remaining operating policies may be amended with the approval of a majority of the votes cast by Unitholders at a meeting called for such purpose.

If at any time a regulatory authority having jurisdiction over the REIT or any property of the REIT shall enact any law, regulation or requirement which is in conflict with any investment guideline or operating policy of the REIT then in force, the investment guideline or operating policy in conflict shall, if the Trustees on the advice of legal counsel to the REIT so resolve, be deemed to have been amended to the extent necessary to resolve the conflict, and, notwithstanding anything to the contrary, the resolution of the Trustees shall not require the prior approval of Unitholders.

## **MANAGEMENT OF THE REIT**

## Slate and the Manager

The REIT's wholly-owned properties are managed by the Manager, a wholly-owned subsidiary of Slate. Slate is a leading real estate investment platform.

# **Management Agreement**

Pursuant to the Management Agreement, the Manager and its subsidiaries provides the REIT with strategic, asset management, property management, leasing, construction management and administrative services necessary to manage the day-to-day operations of the REIT and its assets (collectively, the "Management Services"). The Manager will provide such administrative, executive and management personnel as may be reasonably necessary to perform its obligations by using its own employees. The Manager also provides personnel to serve as chief executive officer and chief financial officer of the REIT.

Under the Management Agreement, the REIT's strategy will concentrate on acquiring, holding, developing, maintaining, improving, leasing, managing or otherwise dealing with office properties in Canada, the United States and Europe, including data centres.

Pursuant to the Management Agreement, the Manager has the right to nominate one Trustee for election to the Board of Trustees during the term of the Management Agreement, provided that so long as the Manager or an affiliate of the Manager has rights to elect board members in accordance with the Declaration of Trust this right shall not apply.

The Manager is entitled to the following fees for its Management Services:

- a "base management fee" equal to 0.3% of the GBV of the REIT's assets;
- a "property management fee" equal to 3.0% of the gross revenues collected and remitted from the REIT's assets;
- an "acquisition fee" equal to (i) 1.0% of the purchase price on the first \$100 million of properties acquired in each fiscal year; (ii) 0.75% of the purchase price on the next \$100 million of properties acquired each fiscal year, and (iii) 0.50% of the purchase price on properties in excess of \$200 million acquired in each fiscal year; provided that no acquisition fee was payable in respect of the Initial Properties and no acquisition fee is payable any properties owned by the Manager or any of its subsidiaries at the time of the closing of the IPO if such properties are subsequently acquired by the REIT;
- a "financing fee" equal to 0.25% of the value of any debt financing payable on transaction completion:
- a "leasing fee" equal to 5.0% of the base rent for all new leases and 2.0% of base rent for all renewals of existing leases and expansion of leased premises, payable on the signing of a binding lease, extension, renewal or amending document; and
- a "construction management fee" equal to 5.0% of all costs of any construction activity undertaken
  by the REIT, payable at the time payments for construction are made. Construction activities
  include all tenant and building improvements undertaken by the REIT but exclude maintenance
  capital expenditures.

The Manager is also entitled to receive reimbursement for all reasonable third party costs and out-of-pocket expenses incurred by the Manager or it subsidiaries in the performance of its duties under the Management Agreement, consistent with industry standards in such regard. Reimbursable expenses shall be reimbursed

to the Manager on a monthly basis. For greater certainty, reimbursable expenses shall not include any mark-up or profit component for the Manager. These reimbursements will include, among other things, landlord reimbursements and recoveries as well as property administration fees allowable under the tenant leases relating to assets or resources of the Manager that are directly attributable to the management of the REIT's properties, including those relating to: (i) employment expenses of property-related personnel (salaries, wages, cost of employee benefit plans, etc.) and (ii) expenses related to on-site offices. For greater clarity, the Manager shall not be reimbursed for corporate-level general and administrative expenses.

The Manager will not charge any disposition fees.

In addition, the Manager will be reimbursed for all third party costs and out-of-pocket expenses incurred in connection with the performance of the services described in the Management Agreement or such other services which the REIT and the Manager agree in writing are to be provided from time to time by the Manager or its subsidiaries, including: (i) interest and other costs of borrowed money; (ii) legal, accounting and other professional advisors, appraisers and consultants; (iii) fees/expenses incurred in connection with acquisitions, dispositions and ownership of property or mortgage loans or other property; (iv) insurance; (v) travel and accommodation expenses; and (vi) incorporation, organization and maintenance of subsidiaries of the REIT.

In 2023, the REIT paid approximately \$13.7 million in property management, asset management, leasing, financing, and construction management fees.

#### **Term and Termination**

The Management Agreement had an initial term of 10 years which was renewed for a further five-year term on December 31, 2022 (the "Initial Term"), and is renewable for further five year terms (the "Renewal Terms", and together with the Initial Term, the "Term"), unless and until the Management Agreement is terminated in accordance with the provisions thereof. Subject only to the termination provisions in the Management Agreement, the Manager will automatically be re-engaged at the expiration of each Term. The Manager has the right, at any time, but upon 180 days' prior written notice, to terminate the Management Agreement for any reason. The Manager may also terminate the Management Agreement upon the occurrence of an "event of default" (as defined in the Management Agreement) of the REIT.

The REIT will have the right to terminate the Management Agreement upon an "event of default" (being a bankruptcy, fraud or material uncured breach) by the Manager. The REIT may also terminate the Management Agreement, upon three months' prior written notice, at the expiry of the Initial Term and thereafter upon the expiry of each ensuing Renewal Term provided that: (i) a majority of the Independent Trustees reasonably determine that the services of the Manager under the Management Agreement are unsatisfactory; (ii) such termination is approved by at least two-thirds of the votes cast by Unitholders at a duly called meeting of Unitholders (excluding any Units and Special Voting Units held by the Manager and its affiliates); and (iii) a termination fee in an amount equal to the fees payable to the Manager for the prior 12-month period is paid to the Manager. For greater clarity, no termination fee will be payable where the Management Agreement is terminated due to an event of default of the Manager or where the Management Agreement is terminated by the Manager (other than in connection with an event of default of the REIT).

Upon termination of the Management Agreement for any reason (other than for a Manager "event of default", Loss of Key Men or by the Manager for convenience), the REIT has agreed to fully indemnify the Manager from and against any and all severance costs (if any) actually incurred by the Manager in respect of employees of the Manager arising out of or resulting from the ensuing termination of redundant or surplus employees as a consequence of the termination of the Management Agreement or the amended Management Agreement, as the case may be, in respect of the period after the closing of the REIT's IPO that each such employee has worked on REIT matters and based on the proportion of each such employee's services attributable to REIT matters.

The REIT will also have the right to terminate the Management Agreement at any time after December 28, 2022 upon achieving an equity market capitalization of \$750 million, if (i) a majority of the Independent

Trustees have determined it is in the best interests of the REIT to internalize the services provided pursuant to the Management Agreement and (ii) such internalization is approved by at least two-thirds of votes cast by Unitholders and holders of Special Voting Units (excluding any Units and Special Voting Units held by the Manager and its affiliates). Upon such termination, the REIT must pay the Manager an additional amount equal to the Manager's aggregate annual management fees earned for the preceding 12-month period and reimburse the Manager for all severance costs actually incurred by the Manager (or its affiliates) in respect of employees of the Manager (or its affiliates) arising out of or resulting from the ensuing termination of redundant or surplus employees as a consequence of the termination of the Management Agreement. For greater certainty, such severance costs shall apply in respect of the period from the closing of the REIT's IPO that each such employee has worked on REIT matters and will be based on the proportion of each such employee's services attributable to REIT matters.

The REIT will also have the right to terminate the Management Agreement in the event that both of Messrs. Blair Welch and Brady Welch, the founding partners of Slate, are no longer associated with Slate ("**Loss of Key Men**"), provided that the Independent Trustees reasonably determine that the Loss of Key Men is detrimental to the Manager's performance of its obligations to the REIT. This termination right shall not apply following the REIT achieving an equity market capitalization of \$750 million.

On the termination of the Management Agreement, for any reason other than due to (i) an event of default by the Manager, (ii) the Loss of Key Men, (iii) an event of default by the REIT due to the insolvency of the REIT or (iv) the Manager terminating the agreement upon 180 days' prior written notice, and subject to compliance with applicable laws, the REIT shall use commercially reasonable best efforts to facilitate the disposition (but in any event, ensure such disposition is completed within six months following receipt of notice of the Manager's decision to proceed with a disposition) of the Units owned by the Manager or its affiliates (including securities at the time of termination convertible, exchangeable or redeemable into Units (including limited partnership units of an affiliate of the REIT and Special Voting Units)) at a price not less than 95% of the 20 day volume weighted average price on the date the Manager received notification of such termination, provided that such number of Units shall not exceed such number of Units as would have an aggregate purchase price (as calculated in accordance with the foregoing) of \$75 million.

## **Management Restrictions**

During the term of the Management Agreement, the Manager and its officers and directors are not to, directly or indirectly, individually or in partnership or jointly or in conjunction with any person(s): (i) create or manage another publicly-traded real estate investment trust focused on the ownership of office revenue producing real property, where the revenue of such real property is primarily derived from office tenants, which meets the "Investment Guidelines and Operating Policies" of the REIT set out in the Declaration of Trust (the "Restricted Investments"); (ii) invest in, purchase or finance the purchase of any assets which constitute Restricted Investments and meet the investment criteria of the REIT, unless such investment opportunity has first been offered to the REIT (on no less favourable terms) and the REIT has declined to purchase such assets; or (iii) solicit tenants, suppliers, employees, consultants, advisers, partners, trustees, directors, officers or agents away from the REIT or its facilities, or otherwise interfere with relationships that the REIT has with such persons.

The above restrictions will not apply to (each, a "Permitted Property"): (a) any interest up to \$10 million in an entity owning Restricted Investments that represents less than a 50% fully-diluted interest in such entity and affiliates of that entity; (b) any interest in the securities of a public entity owning Restricted Investments that represents less than a 10% fully-diluted interest in such entity; (c) any interest in the securities of a public entity owning Restricted Investments (representing up to a 100% interest) provided that any Restricted Investments owned or subsequently acquired by such entity that do not constitute a Permitted Property are first offered to the REIT; (d) any controlling interest in any entity or a portfolio of assets, in each case that owns or contains Restricted Investments that comprise less than 30% of the asset value of such entity or portfolio; (e) any activity or investment related to (i) any Restricted Investment that is first offered to the REIT in accordance with the restrictions set out in the Management Agreement, or (ii) any of the other exceptions in this section; (f) any investment in or purchase of a property that does not meet the Investment Guidelines and Operating Policies of the REIT set out in the Declaration of Trust; (g) investments that are owned by the

Manager on November 4, 2014; (h) investments by Slate, its affiliates and/or its associates, directors, officers, members, partners, shareholders and employees (other than the Manager); and (i) any other exception approved by the Board of Trustees from time to time (provided that the Independent Trustees shall be required to act reasonably and expeditiously in responding to any request for an exception).

#### Non-Solicitation

During, and for a period of two years following termination of the Management Agreement, the REIT will not (without the consent of the Manager), solicit or hire for employment any employee of the Manager (other than non-executives who respond to an advertisement available to the general public), provided that the REIT will be entitled to solicit any non-executive employee of the Manager in respect of whom the REIT is required to pay any and all severance costs (if any) actually incurred by the Manager in respect of employees of the Manager arising out of or resulting from the ensuing termination of redundant or surplus employees as a consequence of the termination of the Management Agreement in respect of the period after closing of the IPO that each such employee has worked on REIT matters and based on the proportion of each such employee's services attributable to REIT matters.

## TRUSTEES AND EXECUTIVE OFFICERS OF THE REIT

#### **Board of Trustees**

The Declaration of Trust provides that, subject to certain conditions, the Trustees will have absolute and exclusive power, control and authority over the REIT's assets and operations, as if the Trustees were the sole and absolute legal and beneficial owners of the REIT's assets. The governance practices, investment guidelines and operating policies of the REIT will be overseen by a Board of Trustees.

The Declaration of Trust provides for a Board of between one and nine Trustees, a majority of whom will be Canadian residents. The REIT must, at all times, have a majority of Trustees who are independent within the meaning of National Policy 58-201 - *Corporate Governance Guidelines* ("NP 58-201") provided, however, that if at any time a majority of the Trustees are not independent because of the death, resignation, bankruptcy, adjudicated incompetence, removal or change in circumstance of any Trustee who was an Independent Trustee, this requirement shall not be applicable for a period of 60 days thereafter, during which time the remaining Trustees shall appoint a sufficient number of Trustees who qualify as "independent" to comply with this requirement.

The Board of Trustees is currently comprised of eight Trustees. A Trustee is an independent trustee (an "Independent Trustee") if such person is independent within the meaning of NP 58-201. Pursuant to NP 58-201, an Independent Trustee is one who is free from any direct or indirect relationship which could, in the view of the Board of Trustees, be reasonably expected to interfere with a Trustee's independent judgment. The REIT has determined that Lori-Ann Beausoleil, Meredith Michetti, Michael Fitzgerald, Monty Baker, George Armoyan and Jean-Charles Angers are independent under these standards. Blair Welch and Brady Welch, as partners of Slate, are not independent under these standards. All the trusteeships and directorships of the Trustees with other public entities are disclosed in the biographical information for each Trustee set out below.

The mandate of the Board of Trustees is one of stewardship and oversight of the REIT and its business. In fulfilling its mandate, the Board of Trustees has adopted a written charter setting out its responsibility, among other things, for (i) participating in the development of and approving a strategic plan for the REIT; (ii) supervising the activities and managing the investments and affairs of the REIT; (iii) approving major decisions regarding the REIT; (iv) defining the roles and responsibilities of management; (v) reviewing and approving the business and investment objectives to be met by management; (vi) assessing the performance of and overseeing management; (vii) reviewing the REIT's debt strategy; (viii) identifying and managing risk exposure; (ix) ensuring the integrity and adequacy of the REIT's internal controls and management information systems; (x) succession planning; (xi) establishing committees of the Board of Trustees, where required or prudent, and defining their mandate; (xii) maintaining records and providing reports to Unitholders; (xiii) ensuring effective and adequate communication with Unitholders, other stakeholders and the public; (xiv) determining the amount and timing of distributions to Unitholders; and (xv) acting for, voting on behalf of and

representing the REIT as a holder of Class A LP Units of Office I LP and Office II LP.

The Board of Trustees has adopted a written position description for the Chair of the Board of Trustees which sets out the Chair's key responsibilities, including duties relating to setting board meeting agendas, chairing Board and Unitholder meetings, Trustee development and communicating with Unitholders and regulators. The Board of Trustees has also adopted a written position description for each of the committee chairs which sets out each of the committee chair's key responsibilities, including duties relating to setting committee meeting agendas, chairing committee meetings and working with the respective committee and management to ensure, to the greatest extent possible, the effective functioning of the committee. These descriptions are considered by the Board for approval annually.

The REIT has adopted a written code of conduct (the "Code of Conduct") that applies to all Trustees, officers, and management of the REIT. The objective of the Code of Conduct is to provide guidelines for maintaining the integrity, reputation, honesty, objectivity and impartiality of the REIT. The Code of Conduct addresses conflicts of interest, protecting the REIT's assets, confidentiality, fair dealing with security holders, competitors and employees, insider trading, compliance with laws and reporting any illegal or unethical behaviour. As part of the Code of Conduct, any person subject to the Code of Conduct is required to avoid or fully disclose interests or relationships that are harmful or detrimental to the REIT's best interests or that may give rise to real, potential or the appearance of conflicts of interest.

The standard of care and duties of the Trustees provided in the Declaration of Trust is similar to those imposed on directors of a corporation governed by the CBCA. Accordingly, each Trustee is required to exercise the powers and discharge the duties of his or her office honestly, in good faith and in the best interests of the REIT and, in connection therewith, to exercise the degree of care, diligence and skill that a reasonably prudent person would exercise in comparable circumstances. The Declaration of Trust provides that each Trustee will be entitled to indemnification from the REIT in respect of the exercise of the Trustee's powers and the discharge of the Trustee's duties, provided that the Trustee acted honestly and in good faith with a view to the best interests of the REIT and the Unitholders or, in the case of a criminal or administrative action or proceeding that is enforced by a monetary penalty, where the Trustee had reasonable grounds for believing that his or her conduct was lawful.

Other than the Trustees nominated by the Manager as described below, the nominees for election of the Trustees are determined by the REIT's compensation, governance and nominating committee (the "Compensation, Governance and Nominating Committee") in accordance with the provisions of the Declaration of Trust and will be included in the proxy related materials to be sent to Unitholders prior to each annual meeting of Unitholders.

The Unitholders or the Trustees are entitled to change the number of Trustees comprising the Board. A quorum of the Trustees, being the majority of the Trustees then holding office (provided a majority of the Trustees comprising such quorum are residents of Canada), will be permitted to fill a vacancy in the Trustees, except a vacancy resulting from an increase in the number of Trustees or from a failure of the Unitholders to elect the required number of Trustees. In the absence of a quorum of Trustees, or if the vacancy has arisen from an increase in the number of Trustees other than in accordance with the provision regarding the appointment of Trustees in the Declaration of Trust or from a failure of the Unitholders to elect the required number of Trustees, the Trustees will promptly call a special meeting of the Unitholders to fill the vacancy. If the Trustees fail to call that meeting or if there is no Trustee then in office, any Unitholder will be entitled to call such meeting. Except as otherwise provided in the Declaration of Trust, the Trustees may, between annual meetings of Unitholders, appoint one or more additional Trustees to serve until the next annual meeting of Unitholders, provided that the number of additional Trustees so appointed will not at any time exceed onethird of the number of Trustees who held such office at the conclusion of the immediately preceding annual meeting of Unitholders. Any Trustee may resign upon 30 days' written notice to the REIT, unless such resignation would cause the number of remaining Trustees to be less than a quorum, and may be removed by an ordinary resolution passed by a majority of the votes cast at a meeting of Unitholders.

The Declaration of Trust provides that so long as the Manager has an interest of at least 5% of the Units on a fully-diluted basis, the Manager will have the right to nominate one Trustee to the Board, provided that

should the Board size be increased or decreased, the Manager's nominee rights shall be increased or decreased proportionately (rounding up).

As at December 31, 2023, the REIT's Trustees and executive officers collectively owned, or exerted direction or control over units as follows:

 Units	Deferred Units	Total	Percentage of Issued and Outstanding Units
18,535,615	602,606	19,138,221	23.7%

#### Notes:

#### **Trustee Information**

The following table sets forth the name, province and country of residence, position held with the REIT and principal occupation for the each of the Trustees as of the date of this Annual Information Form:

Name, Province and Country of Residence	Position(s)/Title	Trustee Since	Principal Occupation
MEREDITH MICHETTI <sup>(1)</sup> Toronto, Ontario, Canada	Independent Trustee	May 3, 2019	Counsel, GTripLLLe Canada
MICHAEL FITZGERALD <sup>(2)</sup> Calgary, Alberta, Canada	Independent Trustee	May 12, 2022	Corporate Director
LORI-ANN BEAUSOLEIL <sup>(3)</sup> Toronto, Ontario, Canada	Independent Trustee	January 1, 2021	Corporate Director
MONTY BAKER <sup>(4)</sup> Burlington, Ontario, Canada	Independent Trustee	January 3, 2018	Corporate Director
GEORGE ARMOYAN <sup>(5)</sup> Halifax, Nova Scotia, Canada	Independent Trustee	February 16, 2023	Corporate Director
JEAN-CHARLES ANGERS <sup>(6)</sup> Westmount, Québec, Canada	Trustoo	February 16, 2023	Corporate Director
BLAIR WELCH <sup>(5)</sup>	Trustee	May 25, 2015	Founding Partner, Slate
Nassau, Bahamas			
BRADY WELCH	Trustee	November 4, 2014	Founding Partner, Slate
London, England			

- (1) Chair of the Compensation, Governance and Nominating Committee
- (2) Chair of the Investment Committee and member of the Audit Committee
- (3) Chair of the Audit Committee
- (4) Chair of the Board, member of the Audit Committee, member of the Investment Committee and member of the Compensation, Governance and Nominating Committee
- (5) Member of the Investment Committee
- (6) Member of the Audit Committee, member of the Investment Committee and member of the Compensation, Governance and Nominating Committee

Subject to the rights of certain Unitholders (see "Arrangements with Unitholders"), the term of office of each Trustee expires the date of the REIT's next annual meeting of Unitholders.

<sup>(1)</sup> Includes Class A Units held by Slate and Queen's Court Properties ULC.

<sup>(2)</sup> Includes Class A Units held by G2S2 through its wholly owned subsidiary, Armco Alberta Inc., a corporation controlled by George Armoyan and Simè Armoyan.

Additional biographical information regarding the current Trustees for the past five years is set out below.

Monty Baker, Trustee and Chair of the Board. Monty Baker is a retired partner from PricewaterhouseCoopers LLP ("PwC"), where he held various senior roles, including as the Canadian leader for the PwC Canada Management Consulting group. Mr. Baker served on PwC's partnership board and was a member of the Global PwC Consulting Advisory Board from 1999 to 2002. Mr. Baker had significant involvement in the sale of the PwC Consulting Practice to IBM. Until his retirement in 2011, he was the Vice President, Global BTO HR Solutions at IBM where he was responsible for overall strategy, sales, marketing and the delivery for human resource outsourcing. Mr. Baker served as a director of the OMERS Administrative Corporation where he was chair of the human resources committee and served as a member of the audit and actuarial committee. Mr. Baker is a graduate of the University of Toronto and a Chartered Professional Accountant. Mr. Baker received his chartered director designation from The Directors College in 2013. Currently, Mr. Baker is a director of Stelco Holdings Inc., where he is chair of the compensation committee and a member of both the governance and the audit committee.

Meredith Michetti, Trustee. Meredith Michetti is a lawyer with over 20 years' experience. She practised commercial real estate law at Aird & Berlis LLP and spent 18 years at Tim Hortons Inc. where she held various senior positions, including Vice President, Associate General Counsel and Assistant Corporate Secretary. At Tim Hortons, she led the legal group and was a member of the senior leadership team. Ms. Michetti also served as Vice President, Legal for a TSX publicly traded company that was privatized. Currently she serves as Counsel at GTripLLLe Canada, a private owner and operator of commercial real estate in Ontario. She is also a Director and Secretary of Dormer Properties Inc, a private commercial real estate company. Ms. Michetti received her Bachelor of Arts degree from The University of Calgary, her Juris Doctor degree from the University of Windsor, and holds the ICD.D designation. She is a member of The Law Society of Ontario and a former director of the Learning Disabilities Association of Ontario.

**Michael Fitzgerald, Trustee.** Michael Fitzgerald has over 40 years' experience in real estate investment, finance, and management. Mr. Fitzgerald worked for Alberta Investment Management Corporation from 2006 to 2020 where he was Vice President Real Estate managing a \$14.9 billion portfolio. Mr. Fitzgerald is currently providing real estate consulting services to private developers. Mr. Fitzgerald has been a director/advisor of numerous privately held real estate management, development and investment holding companies and real estate funds in Canada, U.S., Mexico, UK and Europe. Mr. Fitzgerald has been actively involved in the management of large core and opportunistic real estate investments including multiple development and redevelopment projects and accompanying domestic and foreign legal, tax and holding company structuring.

Lori-Ann Beausoleil, Trustee. Lori-Ann Beausoleil is a corporate director and a retired Partner of PwC. Over her 35-year career at PwC, she held various leadership positions including National Real Estate Leader, National Leader – Compliance, Ethics and Governance, National Forensic Services Leader and a member of PwC's Deals Leadership Team. Ms. Beausoleil has significant risk, audit, finance, regulatory compliance and governance experience working with a variety of real estate corporations and real estate investment trusts. Ms. Beausoleil is currently a board member and Audit Committee Chair of Canadian Apartment Properties Real Estate Investment Trust, a board member, Audit Committee member and Governance and Corporate Responsibility Committee member of Metro Inc., and Lead Director and Audit Committee Chair of Brookfield Real Estate Income Trust Inc. (a U.S. REIT). Ms. Beausoleil is also a member of the Canadian Chartered Professional Accountants, the Chartered Professional Accountants of Ontario and is a FCPA, FCA. Ms. Beausoleil holds a Bachelor of Commerce degree from the University of Toronto.

George Armoyan, Trustee. George Armoyan is Executive Chairman of G2S2, President of Armco Capital Inc., and Chairman, President and Chief Executive Officer of Clarke Inc. ("Clarke"). Mr. Armoyan is an entrepreneur with extensive experience in real estate and various industries. Since 1982, Mr. Armoyan has successfully founded and grown numerous businesses, created shareholder value at several public companies through restructuring operations and has received numerous honours and awards for his business activities. In 1982 he founded the Armoyan Group (currently known as Armco Capital Inc.), a multi-faceted real estate development firm and grew it into one of the largest private companies in Eastern Canada. Today the company now includes offices in Montreal, Halifax, Toronto, Atlanta, Houston, and Florida. In 1999 and 2010, his team designed, built, and leased 16 schools to the Provinces of Nova Scotia and New Brunswick

under "Public Private Partnership" structures. Mr. Armoyan's company owned, operated, and managed all 16 schools until the third quarter of 2020 and currently owns, operates, and manages the facilities for 3 schools in the Province of New Brunswick. In 2001, Mr. Armoyan became involved as a Director at Clarke, a publicly traded company based in Halifax. Clarke invests in a variety of private and publicly traded businesses and participates actively where necessary to enhance the performance of such businesses and increase their return. During the last 20 years, under Mr. Armoyan's leadership and vision, the former transportation company has transformed into the profitable investment company it is today, creating value for all stakeholders. Mr. Armoyan has since led the restructuring of a number of companies, turning them into profitable investments and diversified his interests into oil and gas, technology, and biotech fields. Mr. Armoyan currently serves on the board of directors of Clarke (TSX:CKI), and Calfrac Well Services Ltd. (TSX:CFW). Mr. Armoyan holds a Bachelor of Engineering in Civil Engineering from Dalhousie University.

Jean-Charles Angers, Trustee. Jean-Charles Angers was a Managing Director of RBC Capital Markets Real Estate Group in Quebec from 2003 to 2022. Prior to serving as Managing Director, Mr. Angers held various positions with the RBC Capital Markets Real Estate Group starting in 1986. While at RBC, Mr. Angers directed many sizeable transactions, in all asset classes; and, strategically assisted his clients through various economic and real estate cycles. In addition to sitting on the board of trustees and serving as a member of the audit, investment and governance committees of the REIT, Mr. Angers serves as a member of the board of YMCA Quebec and of Mission Unitainés, a non for-profit organization involved in the development of social housing projects totalling \$400M. Mr. Angers is also on the audit and investment committee of SHDM, a City of Montreal municipal agency with more than 5,000 units of affordable housing. Mr. Angers is a member of the strategic and planning committee for HD Real Estate Group, a Montreal based residential developer involved in projects totalling \$450M. Mr. Angers holds a Bachelor's Degree from McGill University in Civil Engineering and an Master of Business Administration from Western University.

**Blair Welch, Trustee.** Blair Welch co-founded Slate in 2005. Slate is a global alternative investment platform focused on real estate and infrastructure with assets under management across Canada, the United States and Europe. The firm manages two TSX-listed public REITs and numerous private investments vehicles spanning opportunistic, value-add, core-plus and debt strategies. Mr. Welch has over 25 years of real estate industry experience working in direct investment, investment banking, development and securitization across North America, Europe and Asia. Mr. Welch has been fortunate to work with exceptional people at pioneering firms such as Fortress Investment Group, Bankers Trust, First National Financial Corporation and Brazos Advisors, LLC (now Hudson Advisors L.P.). Mr. Welch co-chairs Slate's Investment Committee, together with Brady Welch, and is a member of Slate's Management Committee. Mr. Welch holds a Bachelor of Commerce degree from the University of British Columbia.

**Brady Welch, Trustee.** Brady Welch, along with his brother Blair Welch, is a co-founder of Slate. Mr. Welch has over 30 years of experience in the real estate industry in North America and Europe. Prior to Slate, he held senior management positions with Fortress Investment Group ("**Fortress**") from 1998 to 2005, where he was responsible for asset management strategies, financing, and originations for both direct real estate investments and real estate debt portfolios. Prior to Fortress, Mr. Welch managed Truscan Property Corp.'s (former real estate arm of Canada Trust Co.) investments in Class A office towers in Canada's five major urban markets. Mr. Welch began his career in the mid- 1990s with Lone Star Opportunity Funds, participating in the acquisition and work-out of over \$2 billion in distressed real estate loan pools from insurance companies and financial institutions. Mr. Welch co-chairs Slate's Investment Committee, together with Blair Welch, and is a member of Slate's Management Committee. Mr. Welch holds a Bachelor of Commerce degree from Mount Allison University.

#### **Executive Officer Information**

Biographical information regarding the current Executive Officers of the REIT is set out below.

# Brady Welch, Chief Executive Officer of the REIT. (London, England)

See "Trustees and Executive Officers of the REIT – Trustee Information – Brady Welch, Trustee".

# Robert Armstrong, Chief Financial Officer of the REIT. (Toronto, Ontario, Canada)

Mr. Armstrong was appointed as Chief Financial Officer of the REIT on August 17, 2023. Mr. Armstrong is responsible for overlooking all aspects of the REIT's corporate finance, financial planning and analysis, corporate accounting, financial reporting and debt. Mr. Armstrong is also a Partner and Chief Operating Officer of Slate, sits on Slate's Investment Committee and is a member of Slate's Management Committee. Mr. Armstrong has significant corporate finance, financial reporting and capital markets experience in North America and Europe. Mr. Armstrong oversees all financial matters concerning Slate's various business vehicles and is also responsible for Slate's operations. Prior to joining Slate, Mr. Armstrong was a partner in the real estate practice of Deloitte LLP in Toronto, Canada, where he sat on the executive committee for the Toronto assurance practice and was Deloitte's Canadian initial public offering leader. Prior to this, Mr. Armstrong worked at a global asset manager in various treasury, finance and financial reporting positions. Mr. Armstrong is a Chartered Professional Accountant, Chartered Accountant and holds an Honours Bachelor of Business Administration degree from Wilfrid Laurier University.

# Ramsey Ali, Corporate Secretary and General Counsel, Slate Canada. (Burlington, Ontario, Canada)

Mr. Ali has been Secretary and General Counsel of the REIT since 2013. Mr. Ali is involved in overall strategy for the REIT, transaction execution and structuring from legal, business and taxation perspectives, in addition to providing general legal and business advice on transactions and operations. Prior to 2013, Mr. Ali was General Counsel of a leading Canadian infrastructure and real estate investment and development firm, where he managed the structuring, negotiation and arrangement of over \$1.5 billion dollars in committed project financing and millions more in real estate construction and/or mortgage financing. Mr. Ali received a Bachelor of Commerce degree from the University of Guelph, a Juris Doctor degree from the University of Toronto, Faculty of Law and is a member of the Law Society of Ontario and the Canadian Bar Association.

## Lisa Rowe, Partner, Slate Canada. (Kleinburg, Ontario, Canada)

Ms. Rowe joined Slate and the REIT as Senior Vice President, Finance and Taxation in 2013. Ms. Rowe has primary responsibility for all aspects of tax, structuring, and reporting for the REIT. Ms. Rowe also provides advice on corporate structure and financing for both new acquisitions and existing investments for the REIT. Prior to 2013, Ms. Rowe was a Senior Tax Manager for 12 years at Deloitte LLP. The focus of her professional practice was on real estate transactions, asset management and mergers and acquisitions of public and private companies. Ms. Rowe received a Bachelor of Business Administration degree from York University and is a Chartered Professional Accountant, Chartered Accountant.

# Bozena Jankowska, Managing Director, Global Head of ESG, Slate Canada. (London, United Kingdom)

Ms. Jankowska joined Slate in November 2021, overseeing the definition and implementation of the firm's global ESG strategy. Ms. Jankowska has nearly two decades of experience at the interface of finance and corporate responsibility. In 2010, Ms. Jankowska was appointed Global Co-Head for ESG for Allianz Global Investors ("AGI"). After AGI, Ms. Jankowska applied her entrepreneurial drive to self-fund and launch a successful women's sustainable fashion label. Ms. Jankowska holds a Bachelor of Science degree in Environmental Science from the University of Sussex and a Master of Science degree in Environment Technology with Distinction from Imperial College.

## **Committees of the Board of Trustees**

The Board of Trustees has three committees: an audit committee (the "**Audit Committee**"), an investment committee (the "**Investment Committee**") and the Compensation, Governance and Nominating Committee.

## **Audit Committee**

The Audit Committee is comprised of Lori-Ann Beausoleil (Chair), Monty Baker, Michael Fitzgerald and Jean-Charles Angers. All members of the Audit Committee have been determined by the REIT to be Independent Trustees and are "financially literate" and "independent" for purposes of audit committee membership within the meaning of National Instrument 52-110 - *Audit Committees*. Each of the Audit Committee members has an understanding of the accounting principles used to prepare the REIT's financial statements, experience preparing, auditing, analyzing or evaluating comparable financial statements and experience as to the general application of relevant accounting principles, as well as an understanding of the internal controls and procedures necessary for financial reporting. For the education and experience of each member of the Audit Committee relevant to the performance of his or her duties as a member of the Audit Committee, see "*Trustee and Executive Officer Information*".

The Audit Committee's responsibilities include: (i) reviewing the REIT's procedures for internal control with the REIT's auditors and Chief Financial Officer, (ii) reviewing and approving the engagement of the auditors, (iii) reviewing annual and quarterly financial statements and all other material continuous disclosure documents, including the REIT's annual information form and MD&A, (iv) assessing the REIT's accounting policies, and (v) reviewing the REIT's risk management procedures.

The Audit Committee has direct communication channels with the Chief Financial Officer of the REIT and the external auditors of the REIT to discuss and review such issues as the Audit Committee may deem appropriate.

The Board has adopted a written charter for the Audit Committee, which sets out the Audit Committee's responsibility for: (i) reviewing the financial statements of the REIT and public disclosure documents containing financial information and reporting on such review to the Board, (ii) overseeing the work of and reviewing the independence of the external auditors (including the pre-approval of all non-audit services to be provided by the external auditors), and (iii) reviewing, evaluating and approving the internal control procedures that are implemented and maintained by management. The text of the Audit Committee charter is attached as Appendix A and a copy is also available on the REIT's website at www.slateofficereit.com.

## Audit Fees, Audit Related Fees, Tax Services and All Other Fees

The following table sets forth the fees billed or accrued for various services provided by KPMG LLP and its affiliates to the REIT during the REIT's last two fiscal years:

Fee	2023	2022
Audit fees <sup>(1)</sup>	\$433,816	\$548,450
Audit related fees <sup>(2)</sup>	\$374,304	\$379,293
Tax services <sup>(3)</sup>	\$159,950	\$546,390
All Other Fees	_	-
Total fees	\$968,070	\$1,474,133

- (1) Includes professional fees paid to the external auditor for the audit of the annual consolidated financial statements and the reviews of quarterly consolidated financial statements.
- (2) Relates to assurance and related services provided in connection with transactions.
- (3) Relates to tax compliance services for the REIT and its subsidiaries.

## **Investment Committee**

The Investment Committee is comprised of Michael Fitzgerald (Chair), Monty Baker, Blair Welch, George Armoyan and Jean-Charles Angers. Michael Fitzgerald, Monty Baker, George Armoyan and Jean-Charles Angers have been determined by the REIT to be Independent Trustees. The Investment Committee meets

on an "as needed" basis and has the authority to exercise all of the powers and discretions in the management and direction of the REIT's activities delegated to it by the Board in accordance with its mandate and applicable law, including to: (i) approve or reject proposed transactions by the REIT (including acquisition transactions, disposition transactions, mortgages or financings, non-refundable deposits, fundings and/or loans to partners, development transactions, derivative transactions and/or leasing transactions) ("**Proposed Transactions**") in accordance with the REIT's investment guidelines and operating policies, in each case, of up to \$100 million; and (ii) develop the REIT's investment strategy for review and approval by the Board. Proposed Transactions over \$100 million, or that are not in accordance with the REIT's investment guidelines and operating policies, or which do not otherwise fall within the approval of the Investment Committee, require approval of the Board of Trustees following the recommendation of the Investment Committee. Although the Investment Committee has been delegated authority in respect of many aspects of the REIT's business, in accordance with the mandate of the Board, all material investments and transactions outside the REIT's ordinary course of business must be reviewed by, and are subject to the prior approval of, the Board of Trustees. For further information, a copy of the Investment Committee Charter is available on the REIT's website at www.slateofficereit.com.

# **Compensation, Governance and Nominating Committee**

The Compensation, Governance and Nominating Committee is comprised of Meredith Michetti (Chair), Monty Baker and Jean-Charles Angers. All members of the Compensation, Governance and Nominating Committee have been determined by the REIT to be Independent Trustees. The Compensation, Governance and Nominating Committee is charged with reviewing, overseeing and evaluating the compensation, governance and nominating policies of the REIT. The Board has adopted a written charter for the Compensation, Governance and Nominating Committee setting out its responsibilities for: (i) assessing the effectiveness of the Board of Trustees, each of its committees and individual Trustees; (ii) overseeing the recruitment and selection of candidates as Trustees; (iii) organizing an orientation and education program for new Trustees; (iv) considering and approving proposals by the Trustees to engage outside advisers on behalf of the Board as a whole or on behalf of the Independent Trustees; (v) reviewing and making recommendations to the Board concerning any change in the number of Trustees composing the Board; (vi) considering questions of management succession; (vii) administering any unit option or purchase plan of the REIT, and any other compensation incentive programs; (viii) assessing the performance of management of the REIT; (ix) reviewing and approving the compensation of executive management to the extent the senior officers are employed directly by the REIT; (x) reviewing and making recommendations to the Board concerning the level and nature of the compensation payable to Trustees: and (xi) overseeing the Management Agreement. For further information, a copy of the Compensation, Governance and Nominating Committee charter is available on the REIT's website at www.slateofficereit.com.

# **CONFLICTS OF INTEREST**

The Declaration of Trust contains "conflict of interest" provisions to protect Unitholders without creating undue limitations on the REIT. As the Trustees are from time-to-time engaged in a wide range of real estate and other activities, the Declaration of Trust contains provisions, similar to those contained in the CBCA. that require each Trustee to disclose to the REIT, at the first meeting of Trustees at which a proposed contract or transaction is considered, any interest in a material contract or transaction or proposed material contract or transaction with the REIT (including a contract or transaction involving the making or disposition of any investment in real property or a joint venture agreement) or the fact that such person is a director, trustee or officer of or otherwise has a material interest in any person who is a party to a material contract or transaction or proposed material contract or transaction with the REIT. If a material contract or transaction or proposed material contract or transaction is one that in the ordinary course would not require approval by the Trustees, a Trustee will be required to disclose in writing to the REIT, or request to have entered into the minutes of meetings of Trustees, the nature and extent of his or her interest forthwith after the Trustee becomes aware of the contract or transaction or proposed contract or transaction. In any case, a Trustee who has made disclosure to the foregoing effect will not be entitled to vote on any resolution to approve the contract or transaction unless the contract or transaction relates to his or her remuneration or an indemnity under the provisions of the Declaration of Trust or liability insurance. All decisions of the Board require the

approval of a majority of the Trustees present in person or by phone at a meeting of the Board. See "Risk Factors".

# **LEGAL PROCEEDINGS AND REGULATORY ACTIONS**

The REIT and its subsidiaries may be subject to certain claims and lawsuits from time to time in the course of carrying on business. Management is not aware of any material litigation or regulatory actions outstanding, threatened or pending by or against the REIT.

## INTERESTS OF MANAGEMENT AND OTHERS IN MATERIAL TRANSACTIONS

There are no material interests, direct or indirect, of the Trustees or officers of the REIT, any Unitholder that beneficially owns more than 10% of the Units or any associate or affiliate of any of the foregoing persons in any transaction within the last three years or any proposed transaction that has materially affected or would materially affect the REIT or any of its subsidiaries, except for the arrangements contained in the Management Agreement (see "Management of the REIT") and the Settlement Agreement, see "Arrangements with Unitholders – Arrangements with G2S2").

Multilateral Instrument 61-101 – Protection of Minority Security Holders in Special Transactions ("MI 61-101") provides a number of circumstances in which a transaction between an issuer and a related party may be subject to valuation and minority approval requirements. An exemption from such requirements is available when the fair market value of the transaction is not more than 25% of the market capitalization of the issuer. The REIT has been granted exemptive relief from the requirements of MI 61-101 that, subject to certain conditions, permits it to be exempt from the minority approval and valuation requirements for transactions that would have a value of less than 25% of the REIT's market capitalization, if the Office I LP Class B LP Units held by the Manager are included in the calculation of the REIT's market capitalization. As a result, the 25% threshold, above which the minority approval and valuation requirements would apply, is increased to include the approximately 10% indirect interest in the REIT in the form of Office I LP Class B LP Units held by the Manager.

#### **INTERESTS OF EXPERTS**

The REIT's auditor is KPMG LLP, Chartered Professional Accountants, in Toronto, Ontario. KPMG LLP has advised the REIT that it is independent within the meaning of the Rules of Professional Conduct of the Chartered Professional Accountants of Ontario.

## **MATERIAL CONTRACTS**

Except for contracts entered into in the ordinary course of business, the only material contracts which the REIT has entered into since the beginning of the most recently completed financial year, or before the most recently completed financial year but still in effect, are as follows:

- (a) the Declaration of Trust, see "Declaration of Trust";
- (b) the Management Agreement, see "Management of the REIT Management Agreement";
- (c) the Office I LP Limited Partnership Agreement, see "Material Subsidiaries";
- (d) the Office II LP Limited Partnership Agreement, see "Material Subsidiaries";
- (e) the Exchange Agreement, see "Arrangements with Unitholders-Arrangements with the Manager and Slate Exchange Agreement";
- (f) the ROFO Agreement, see "Arrangements with Unitholders-Arrangements with the Manager and Slate ROFO Agreement"; and
- (g) the Settlement Agreement, see "General Development of the Business Three Year History Unitholder Requisition" and "Arrangements with Unitholders Arrangements with G2S2".

Copies of the foregoing documents are available on SEDAR+ at www.sedarplus.ca.

## TRANSFER AGENTS AND REGISTRARS

The transfer agent and registrar of the REIT is TSX Trust Company at its principal offices located in Toronto, Ontario.

# **ADDITIONAL INFORMATION**

Additional information relating to the REIT can be found on SEDAR+ at <a href="www.sedarplus.ca">www.sedarplus.ca</a> and on the REIT's website at www.slateofficereit.com. Additional information including Trustees' and officers' remuneration and indebtedness, principal holders of the REIT's securities and securities authorized for issuance under equity compensation plans, if applicable, is contained in the REIT's information circular for its most recent annual meeting of securityholders that involved the election of Trustees. Additional financial information is provided in the REIT's financial statements and MD&A for its most recently completed financial year.

## **GLOSSARY**

"affiliate" of a person means any person or company that would be deemed to be an affiliated entity of such person within the meaning of National Instrument 45-106 - *Prospectus and Registration Exemptions*, as replaced or amended from time to time.

"associate" when used to indicate a relationship with a person or company has the meaning ascribed thereto in the *Securities Act* (Ontario), as replaced or amended from time to time.

"Board" or "Board of Trustees" means the board of trustees of the REIT.

"Class A LP Units" means, collectively, the Class A limited partnership units of the Limited Partnerships, including the Office I LP Class A LP Units and the Office II LP Class A LP Units.

"Class B LP Units" means, collectively, the Class B LP limited partnership units of the Limited Partnerships, including the Office I LP Class B LP Units and the Office II LP Class B LP Units.

"**Code**" means the U.S. Internal Revenue Code of 1986, as amended from time to time, including the U.S. Treasury regulations promulgated thereunder.

"CRREM" means the Carbon Risk Real Estate Monitor.

"Declaration of Trust" means the third amended and restated declaration of trust of the REIT dated as of March 21, 2016, as amended on March 1, 2019, May 13, 2021, as further amended on January 15, 2024, and as it may be further amended, supplemented or amended and restated from time to time.

"Distribution Date" means any date on which the Trustees have determined that a distribution will be made by the REIT to the Unitholders.

"GLA" means gross leasable area.

"GTA Acquisition" means the indirect acquisition by the REIT of the GTA Acquisition Properties from Slate GTA.

"GTA Acquisition Properties" means a portfolio of seven properties which consist of approximately 1.1 million square feet of GLA located in attractive submarkets within the Greater Toronto Area of Ontario acquired from Slate GTA on December 17, 2014.

"Initial Properties" means the 27 income-producing office, industrial, and retail properties acquired by the REIT from the Manager in connection with the IPO, as further described herein.

"IRS" means the U.S. Internal Revenue Service.

"LIBOR" means London Interbank Offered Rate.

"Limited Partnership Agreement" means the Office I LP Limited Partnership Agreement and the Office II LP Limited Partnership Agreement, collectively.

"Limited Partnerships" means, collectively, Office I LP, Office II LP and any other limited partnerships that are affiliated with and controlled, directly or indirectly, by the REIT and which have been formed for the purposes of acquiring and/or owning real property, and "Limited Partnership" means any one of them as the context requires.

"LP Units" means, collectively, the Class A LP Units and the Class B LP Units.

- **"Management Agreement"** means the amended and restated management agreement dated August 12, 2014 between the REIT and the Manager.
- "Manager" means Slate Management ULC; provided that references to the Manager as it existed prior to September 25, 2019 refer to Slate Management Corporation (a predecessor corporation of Slate Management ULC); provided that references to the Manager as it existed prior to January 1, 2015 refer to Huntingdon Capital Corporation (a predecessor corporation of Slate Management Corporation).
- "Non-Resident" means a person that is not, nor is deemed to be, at the relevant time a resident of Canada for purposes of the Tax Act.
- "Office I LP Class A LP Units" means the Class A limited partnership units of Office I LP.
- "Office I LP Class B LP Units" means the Class B limited partnership units of Office I LP.
- "Office I LP Limited Partnership Agreement" means the amended and restated limited partnership agreement of Office I LP dated December 17, 2014 between, inter alia, the REIT, Office GP and the Manager, as the same may be amended or amended and restated from time to time.
- "Office II LP Class A LP Units" means the Class A limited partnership units of Office II LP.
- "Office II LP Class B LP Units" means the Class B limited partnership units of Office II LP.
- "Office II LP Limited Partnership Agreement" means the amended and restated limited partnership agreement of Office II LP dated December 17, 2014 between the REIT, Office GP and the Manager, as the same may be amended or amended and restated from time to time.
- "Redemption Notes" means unsecured subordinated promissory notes of the REIT having a maturity date to be determined at the time of issuance by the Trustees (provided that in no event shall the maturity date be set at a date subsequent to the first business day following the fifth anniversary of the date of issuance of such note), bearing interest from the date of issue at a market rate of interest determined at the time of issuance by the Trustees, payable for each month during the term on the 15th day of each subsequent month with all principal being due on maturity, such promissory notes to provide that the REIT shall at any time be allowed to prepay all or any part of the outstanding principal without notice or bonus.
- "Registered Plans" means, collectively, registered retirement savings plans, registered retirement income funds, deferred profit sharing plans, tax-free savings accounts, registered education savings plans, first home savings accounts and registered disability savings plans.
- "SEDAR+" (formerly known as SEDAR) is the official website that provides access to most public securities documents and information filed by public companies and investment funds with the thirteen provincial and territorial securities regulatory authorities. It can be accessed at <a href="https://www.sedarplus.ca">www.sedarplus.ca</a>.
- "**Settlement Agreement**" means the settlement agreement entered into on February 15, 2023, between the REIT and G2S2, as further amended on January 12, 2024, and as the same may be amended or amended and restated from time to time.
- "Slate" means Slate Asset Management L.P., and its affiliates.
- "Slate Canada" means Slate Asset Management (Canada) L.P., a wholly-owned Subsidiary of Slate and its affiliates.
- "Slate GTA" means Slate GTA Suburban Office Inc., a predecessor of the Manager.
- "Slate Office Investment Holdings" means Slate Office Investment Holdings Inc., a Canadian corporation

that is wholly-owned by the REIT and which indirectly holds Irish workplace real estate.

"Slate Office US" means Slate Office US Inc., a Delaware corporation that is wholly-owned by the REIT and which indirectly holds U.S. office real estate.

"SOT Notes" means interest bearing loans made by the REIT to Slate Office US.

"Special Voting Units" means the special voting units of the REIT.

"subsidiary" and "subsidiaries" has the meaning ascribed thereto in National Instrument 45-106 - *Prospectus Exemptions*, as replaced or amended from time to time.

"Tax Act" means the *Income Tax Act* (Canada), as amended, including the regulations promulgated thereunder.

"**Trustees**" means the trustees of the REIT holding office under and in accordance with the Declaration of Trust from time to time and "**Trustee**" means any one of them.

"TSX" means the Toronto Stock Exchange.

"U.S.-Canada Tax Treaty" means Canada-United States Tax Convention (1980), as amended.

"**Unitholder**" means a person whose name appears on the register as a holder of one or more Units or Special Voting Units, or a fraction thereof.

"Units" means trust units in the capital of the REIT, other than Special Voting Units.

## **APPENDIX A - AUDIT COMMITTEE CHARTER**

(the "Charter")

# 1. Purpose

The Audit Committee (the "Committee") is a committee of Slate Office REIT (the "REIT") appointed by the board of trustees of the REIT (the "Board") on an annual basis (or until their successors are duly appointed) to assist in fulfilling its oversight responsibilities. The Committee's primary duties and responsibilities are to:

- (a) Identify and monitor the management of risks affecting financial reporting;
- (b) Monitor the integrity of the process including financial statements and disclosures of financial information:
- (c) Review the adequacy of the internal control systems over financial reporting;
- (d) Provide oversight of the external auditor;
- (e) Ensure compliance with regulatory requirements regarding financial reporting; and
- (f) Review any matters of suspected fraud or irregularities or a failure of internal controls systems of a material nature.

# 2. Membership

The Committee should be comprised of a minimum of three trustees and a maximum of five trustees.

- (a) The Committee must be constituted as required under National Instrument 52-110 Audit Committees, as it may be amended or replaced from time to time ("NI 52-110").
- (b) All members of the Committee must be independent (as defined by NI 52-110) except for temporary periods where a sufficient number of independent Trustees is not available to form the committee and then only until such time as a new independent Trustee is appointed. All members must be free from any relationship that, in the view of the Board, could be reasonably expected to interfere with the exercise of his or her independent judgment as a member of the Committee.
- (c) No members of the Committee shall receive, other than for service on the Board or the Committee or other committees of the Board, any consulting, advisory, or other compensatory fee from the REIT or any of its related parties or subsidiaries.
- (d) All members of the Committee must (except to the extent permitted by NI 52-110) be financially literate (which is defined as the ability to read and understand a set of financial statements 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 REIT's financial statements).
- (e) Any member of the Committee may be removed or replaced at any time by the Board and shall cease to be a member of the Committee on ceasing to be a trustee. The Board may fill vacancies on the Committee by election from among the Board. If and whenever a vacancy shall exist on the Committee, the remaining members may exercise all powers of the Committee so long as a quorum remains.

(f) A majority of the members of the Committee shall be Residents (as such term is defined in the Declaration of Trust of the REIT).

#### 3. Limitation on Committee's Duties

- (a) In contributing to the Committee's discharge of its duties under this Charter, each member of the Committee shall be obliged only to exercise the care, diligence and skill that a reasonably prudent person would exercise in comparable circumstances. Nothing in this Charter is intended or may be construed as imposing on any member of the Committee a standard of care or diligence that is in any way more onerous or extensive than the standard to which any member of the Board may be otherwise subject.
- (b) Members of the Committee are entitled to rely, absent actual knowledge to the contrary, on (i) the integrity of the persons and organizations from whom they receive information, (ii) the accuracy and completeness of the information provided, (iii) representations made by management of the REIT ("Management") as to the non-audit services provided to the REIT by the external auditor, (iv) financial statements of the REIT represented to them by a member of Management or in a written report of the external auditors to present fairly the financial position of the REIT in accordance with applicable generally accepted accounting principles, and (v) any report of a lawyer, accountant, engineer, appraiser or other person whose profession lends credibility to a statement made by any such person.

# 4. Meetings

- (a) At all meetings of the Committee every matter shall be decided by a majority of the votes cast. In case of an equality of votes, the Chair of the meeting shall not be entitled to a second or casting vote.
- (b) A quorum for meetings of the Committee shall be a majority of its members, and the rules for calling, holding, conducting and adjourning meetings of the Committee shall be the same as those governing the Board.
- (c) Meetings of the Committee should be scheduled to take place at least four times per year. The Committee should meet within 45 days following the end of the first three financial quarters of the REIT and shall meet within 90 days following the end of the fiscal year of the REIT. Minutes of all meetings of the Committee shall be taken.
- (d) The Committee shall forthwith report the results of meetings and reviews undertaken and any associated recommendations to the Board.
- (e) The Committee shall meet with the external auditors at least quarterly (in connection with the preparation of the year-end and interim financial statements) and at such other times as the external auditors and the Committee consider appropriate.
- (f) The Committee or its Chair should meet at least once per year with Management to discuss any matters that the Committee desires to discuss privately. In addition, the Committee or its Chair should meet with Management quarterly in connection with the REIT's interim financial statements.

#### 5. Responsibilities

# I. Accounting Policies

(a) Review significant accounting policies and reporting issues, including recent professional and regulatory pronouncements, and understand their impact on financial reports.

- (b) Review major changes to accounting policies and practices.
- (c) Review with management and the external auditor implementation of changes or improvements in financial accounting or reporting practices.
- (d) Review management's process for ensuring that information contained in public disclosures is consistent with industry best practices.

# II. Internal Controls and Risk Management

- (a) Review interim and annual CEO and CFO certifications filed with securities regulatory authorities.
- (b) Review reports from management and the external auditors with regard to the reliability and effective operation of the accounting system and related internal controls.
- (c) Review risk management policies and procedures (i.e. hedging, insurance etc.).
- (d) Review management's assessment of risk of fraud and error.
- (e) Review management's policies for the protection of assets.
- (f) Review management's policies for the delegation of authority.
- (g) Review the REIT's Whistleblower Policy, and monitor and oversee compliance therewith.
- (h) Review the receipt, retention and treatment of complaints regarding accounting, internal controls or auditing matters; and confidential, anonymous submission by employees of concerns regarding questionable accounting or auditing matters.
- (i) Review expense statements of the CEO and CFO as well as any Trustee. Review the Enterprise Risk Management (ERM) process by the Board.
- (j) Assess the overall effectiveness of the internal control and risk management frameworks through discussions with Management and the external auditors and assess whether recommendations made by the external auditors have been implemented by Management.

# III. Financial Reporting Process and Financial Statements

- (a) Inquire as to the integrity of the financial reporting processes both internal and external and any major weaknesses in the system of internal control.
- (b) Review quarterly and annual financial statements with management including significant accounting and reporting matters, including complex or unusual transactions, valuation of assets and liabilities, revenue recognition, and areas involving a high degree of judgment.
- (c) Review and discuss with management and the external auditors quarterly and annual financial statements, Management's Discussion & Analysis, Annual Information Form and quarterly press releases and approve and recommend their approval by the Board.
- (d) Review and approve any other press releases that contain financial information and such other financial information of the REIT provided to the public or any governmental body as the Committee requires.
- (e) Review recent professional and regulatory pronouncements and understand their impact

on the financial statements.

- (f) Review with management and the external auditor any significant issues or concerns identified during the course of the audit, including both resolved and unresolved issues, critical accounting or audit judgments, misstatements whether adjusted or those that remain unadjusted and obtain explanations from management and the external auditor.
- (g) Review issues related to liquidity, capital resources and contingencies that could affect liquidity.
- (h) Review all hedging activities.
- (i) Review any off balance sheet transactions and transactions with related parties.
- Review with the external auditor all matters required to be communicated to audit committees.
- (k) Review the impact of prospective changes in accounting policies prior to their adoption.
- (I) Satisfy itself that adequate procedures have been put in place by Management for the review of the REIT's public disclosure of financial information extracted or derived from the REIT's financial statements and the related Management's Discussion & Analysis.
- (m) Review any litigation, claim or other contingency and any regulatory or accounting initiatives that could have a material effect upon the financial position or operating results of the REIT and the appropriateness of the disclosure thereof in the documents reviewed by the Committee.
- (n) Receive periodically Management reports assessing the adequacy and effectiveness of the REIT's disclosure controls and procedures.
- (o) Periodically consider the need for an internal audit function, if not present.
- (p) Review all material balance sheet issues, material contingent obligations and material related party transactions.
- (q) Review with Management and the external auditor the REIT'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 auditor's preferred treatment and any other material communications with Management with respect thereto. Review the disclosure and impact of contingencies and the reasonableness of the provisions, reserves and estimates that may have a material impact on financial reporting.

# IV. Audit Process

- (a) Be directly responsible for the selection, appointment, compensation, retention, termination, and oversight of the work of the external auditor. Monitor audit engagement partner rotation requirements.
- (b) Consider and assess the independence of the external auditor.
- (c) Advise the external auditor that it is required to report to the Committee, and not to Management.

- (d) Following completion of the annual audit and quarterly reviews, review separately with each of Management and the external auditor any significant changes to planned procedures, any difficulties encountered during the course of the audit and, if applicable, reviews, including any restrictions on the scope of work or access to required information and the cooperation that the external auditor received during the course of the audit and, if applicable, reviews.
- (e) Oversee the work of the external auditors engaged for the purpose of preparing or issuing an auditor's report or performing other audit, review or attest services, including the resolution of disagreements between management and the external auditors regarding financial reporting.
- (f) Where there are significant unsettled issues between Management and the external auditor that do not affect the audited financial statements, the Committee shall seek to ensure that there is an agreed course of action leading to the resolution of such matters.
- (g) Review annually with the external auditor their plan for their audit and upon completion of the audit, their reports on financial statements, financial reporting framework and internal controls.
- (h) Review with external auditors their assessment of the internal controls of the REIT, their written reports containing recommendations for improvement, and management's response and follow-up to any identified weaknesses.
- (i) Meet separately with the external auditor to discuss any matters the Committee or auditors believe should be discussed privately. Ensure the auditors have access to the Chair of the Committee when required.
- (j) Conduct an external auditor evaluation on a periodic basis.
- (k) Approve audit fees paid to external auditor annually.
- (I) Review and discuss on an annual basis with the external auditor all significant relationships they have with the REIT, Management or employees that might interfere with the independence of the external auditor.
- (m) Pre-approve all non-audit services to be provided.
- (n) Recommend appointment of external auditor to Board annually.
- (o) Consider the need for independent audits of operations or investments.
- (p) Consider the need for an internal audit process
- (q) Review and approve hiring policies regarding employees and former employees of the present and former auditors
- (r) Review the system in place to seek to ensure that the financial statements, Management's Discussion & Analysis and other financial information disseminated to regulatory authorities and the public satisfy applicable requirements.

## V. Tax, Legal and Regulatory Compliance

(a) Review tax compliance to ensure tax regulations are sufficiently considered by management and that tax risks are managed.

- (b) Review report of CFO that all taxes collected have been remitted to authorities.
- (c) Obtain regular updates from management and legal counsel regarding compliance matters that may have a material impact on the financial statements.
- (d) Assess compliance with laws and regulations.
- (e) Review the findings of any examinations by regulatory authorities.

# VI. Additional Responsibilities

- (a) Review and reassess the adequacy of the Committee's charter on an annual basis.
- (b) Review the public disclosure regarding the Committee required from time to time by NI 52-110.
- (c) Engage independent counsel and other advisors as it determines necessary to carry out it duties at the expense without further approval of the Board. The Committee has the authority to set and pay compensation for any advisors it engages. The Committee also has the authority to communicate directly with the external auditors.
- (d) Review in advance, and approve, the hiring and appointment of the REIT's senior financial executives.
- (e) Evaluate the Committee's performance, both individual members and collectively, on an annual basis.
- (f) Maintain minutes of meetings.
- (g) Perform any other activities as the Committee or the Board deems necessary or appropriate.

## VII. Complaint Procedures

- (a) Anyone may submit a complaint regarding conduct by the REIT or its employees or agents (including its external auditor) reasonably believed to involve questionable accounting, internal accounting controls, auditing or other matters. The Chair of the Committee will have the power and authority to oversee treatment of such complaints.
- (b) Complaints are to be directed to the attention of the Chair of the Committee.
- (c) The Committee should endeavour to keep the identity of the complainant confidential.
- (d) The Chair of the Committee will have the power and authority to lead the review and investigation of a complaint (and the REIT will be responsible for covering the cost of retaining any advisors or investigators required to address the complaint). The Committee should retain a record of all complaints received. Corrective action may be taken when and as warranted.