

## FRESHLOCAL SOLUTIONS INC.

### POSITION DESCRIPTION FOR CHAIR OF THE BOARD

The board of directors (the “**Board**”) of Freshlocal Solutions Inc. Inc. (the “**Company**”) with the recommendation of the Sustainability and Governance Committee, may select a member of the Board to be appointed as the chair (the “**Chair**”) of the Board. If the Board has a non-independent Chair, then an independent Board member will be appointed as a lead director of the Board (the “**Lead Director**”).

The duties and responsibilities of the Chair of the Board of the Company shall be as follows:

#### **Leadership and Governance**

- Providing overall leadership to enhance the effectiveness, performance, and independence of thought of the Board, the committees of the Board, and individual directors of the Board (the “**Directors**”);
- Working with the corporate secretary (the “**Corporate Secretary**”), the Lead Director and the other Directors to ensure the Board is provided with timely and relevant information as is necessary to effectively discharge its statutory duties and responsibilities;
- Fostering ethical and responsible decision making by the Board, the committees of the Board and individual Directors;

#### **Board Meetings**

- Working with the Corporate Secretary, the Chair will ensure the Board meets according to its regular schedule and otherwise as required;
- Chairing the meetings of the Board, including requiring appropriate briefing materials to be delivered to the Board in a timely fashion, stimulating debate, ensuring all viewpoints are heard, providing adequate time for discussion of issues, facilitating consensus, encouraging full participation by individual Directors and ensuring clarity and due recording of decisions of the Board;
- Working with the Corporate Secretary, preparing or causing to be prepared agendas for meetings of the Board in consultation with any chairs of the committees of the Board and the Lead Director, as appropriate;
- Working with the Corporate Secretary, to create a workplan to ensure appropriate topics are covered on an annual basis;
- Ensuring that the Board and its committees have the necessary resources to support their work, in particular, accurate, timely and relevant information;

Creating a cooperative atmosphere where Directors are encouraged to openly discuss, debate and question matters requiring their attention in a constructive and productive fashion;

- Ensuring that the independent Directors meet in a separate in camera session, as deemed necessary or advisable by the Board;

#### **Board Committees**

- Ensuring that the duties and responsibilities of the committees of the Board are carried out in accordance with the charters of such committees;
- Assisting the committees of the Board in bringing their recommendations forward to the Board for consideration;
- Assisting the Compensation and Nominating Committee in identifying and assessing potential candidates for nomination as Directors;

#### **Senior Executives**

- Ensuring the Board works in an open and productive manner with senior executives of the Company and receives appropriate and timely information, material and reports from senior executives of the Company in order to permit the Board to effectively discharge its duties and responsibilities;

#### **Other Duties**

- Chairing meetings of the shareholders of the Company; and
- Carrying out such other duties and responsibilities as the Board may request from time to time.

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*This position description was recommended for approval by the company's Sustainability and Governance Committee and made effective by the Board of Directors as of April 16, 2021.*